

ARNOLD LILAC PARK HOMEOWNERS' ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS MINUTES - DRAFT

Saturday, October 1, 2022 @ 10 AM via Zoom

Agenda:

Call to order and establish a quorum

The meeting was called to order by Dave Lynch at 10:02 am.

Board Members present: Dave Lynch, Dorothy Hilts, Shelley Fontes, Debby Beck, Kim Phillips, Mark Nelson, Mike Willemsen, Gary Ryan

Melissa Huntsman is not present; she is at the Grape Stomp.

Guests present: Bruce Manildi, Sharon Leach, Mary Boblet, Tim and Tina Jones, Michelle Tovar, Megan Osincup, Sue Lynch, Anna Ferrera, Joanie Bennett, Samantha Farley, Neil Linney, Bruce Henry, Mike Smith (joined later)

Consent Agenda

The following items are expected to be routine and may be enacted on one motion. There will be no separate discussion on these items unless requested by the Board. Any Board Member may request an item be removed for later discussion.

1. Approve minutes from previous Board of Directors meetings and August financials

- A. August 13, 2022 - Board Meeting minutes
- B. September 3, 2022 – Annual Member’s Meeting minutes
- C. September 19, 2022 – Special Meeting minutes
- D. August Financials

The Consent Agenda is approved by general consent.

Regular Agenda

1. Correspondence

- A. We received multiple records requests and IDRs.
- B. We received a request from members to consider adoption of rules & forms.

2. President’s Report

- A. September 7, 2022 – Emergency Executive Meeting – A proposal was made and denied.
- B. September 12, 2022 – Executive Meeting – IDRs were assigned.
- C. August 25, 2022 – Executive Meeting – a director was appointed to follow up on the IDRs, and approved a reserve fund transfer.

3. Treasurer’s Report

- A. Account Balances

The checking account balance is \$15,811.90. The savings account is \$15,050.50.

B. Open Invoices

There are 22 open invoices as of September 30, 2022.

There are 12 lots that owe 2022 dues. Five that owe at least two years' dues. Two owe small partial payments. There is one lean and one possible recommended lean. One owes a transfer fee, so the total owing is \$6,186.87.

4. Pool Manager's Report

A. General status

Mark reported that he has drained the pool to a proper level. Between now and the end of the month he will be draining and cleaning the filters. By the end of the month, Mark and Mike will turn off the water to the facility and drain all the lines.

5. Other Committee Reports

There is only one committee report, the Collections Committee

A. Social Committee

B. Architectural Committee

C. Collections Committee

As Debby mentioned, there is one lot being considered for a lean, Lot 74 and this will be updated at the next meeting.

D. Other Reports

6. Old Business

A. Reserve Plan Letter to Members

Since the Reserve Plan Letter was sent to the membership we have been advised that there is no California State law that requires a minimum balance in our reserve funds. So we will not be sending out another reserve plan letter.

7. New Business

A. Transfer from Reserves – Discussion/Possible Action

There has been a total of \$12,000. transferred from the reserve funds. \$1,932. for pool repairs and \$10,000. will be used toward legal fees.

B. Proposal for new or revised rules and forms – Discussion/Possible Action

A group of members who wish to stay anonymous submitted a number of new rules, policy, and forms.

1. Pool Rules (revised)

Dave asked for a motion to approve the revised pool rules.

Debby had one correction on the pool hours from 11-5 to 12-5. Dorothy pointed out a missing period at the end of the paragraph after (use of cameras, phones, etc).

Shelly moves and Kim seconded. We have a motion and a second to approve the proposed rules for review. Dave asked for a motion to amend and approve the Pool Rules.

Mike moved and Debby seconded to make changes. We have a motion to approve the changes to the pool rules as discussed. The Pool Rules are approved with changes for distribution to the membership by a vote of 8-0.

2. After-Hours Pool Use Rules

Dave asked if we have a motion to approve the After-Hours Pool Use Rules. Kim moved and Shelly seconded to approve the After-Hours Pool Use Rules for distribution to membership for review.

There were no questions or changes.

The After-Hours Pool Use Rules are approved for distribution to the membership by a vote of 8-0.

3. After-Hours Pool Use Agreement (revised)

Dave asked for a motion to approve the After-Hours Pool Use Agreement (revised). Kim moved and Debby seconded to approve the After-Hours Pool Use Agreement for distribution to membership for review.

Mike asked what the revisions are. He reviewed the document.

There are no changes.

The After-Hours Pool Use Agreement is approved for distribution to the membership by a vote of 8-0.

4. Meeting Procedures & Code of Conduct

Dave asked for a motion to approve the Meeting Procedures & Code of Conduct. Shelly moved and Mark seconded to approve the Meeting Procedures and Code of Conduct for distribution to membership for review.

There were no questions or changes.

The Meeting Procedures and Code of Conduct is approved for distribution to the membership by a vote of 8-0.

5. Fine Policy

Dave asked if we have a motion to approve the Fine Policy for distribution to the membership for review. Kim moved and Mark seconded to approve the Fine Policy.

There were no questions or changes.

The Fine Policy is approved for distribution to the membership for review by a vote of 8-0.

6. IDR Submission Form and minor changes to policy

A Board Member has requested that we adopt the use of an IDR submission form and make minor changes to the Association's internal meet and confer dispute resolution procedure found in our annual pro forma.

No changes to the policy will be made at this time. Dave asked for a motion to approve the IDR submission form only.

Shelly moves and Debby seconded the approval of the IDR Submission Form.

There were no questions or changes.

The IDR Submission Form is approved for distribution to the membership by a vote of 8-0.

C. Proposal to establish a Sergeant-at-Arms position – Discussion/Possible Action

This will be a position that will be appointed by the board. Dave asked for a motion to approve the Sergeant-at-Arms position and description of duties.

Kim moved and Mark seconded to establish a Sergeant-at-Arms position.

No discussion was needed

The proposal to establish a Sergeant-at-Arms position and description of duties has been approved by a vote of 8-0.

D. Appointment of an Assistant Secretary – Discussion/Possible Action

Dave moved and Mark seconded to appoint Dorothy Hilts as Assistant Secretary.

No discussion was needed.

Dorothy was approved to be Assistant Secretary by a vote of 7 to 0 with one abstention.

Shelly said that she is going to make a warning on this Zoom. If Mary Boblet does not stop her comments in the zoom chat, I am going to ask that she be removed from this meeting. Dave thanked Shelly for pointing this out and said it is unfortunate that one member would choose to take the opportunity to disrupt the meeting.

E. Appointment of a Sergeant-at-Arms – Discussion/Possible Action

Dave moved and Debby seconded the appointment of Gary Ryan as Sergeant-at-Arms.

No discussion was needed.

Gary Ryan was approved by a vote of 7-0 with one abstention.

F. Move Open Forum for the November meeting to the beginning of the meeting – Discussion

We need to move the Open Forum in November to the beginning of the meeting because we need to hear questions and comments regarding the forms, rules, and policies that we may be approving.

G. Request for a Board member to oversee a Reserve Study review.

Dorothy Hilts volunteered to oversee the Reserve Study Review. It was suggested that Bruce Minaldi could help with the review.

H. Request for Board member to oversee reviewing and editing the Pro Forma.

Kim Phillips has volunteered to oversee reviewing and editing the Pro Forma. Debby will help her.

8. Open Forum- Public comments (3 minutes per homeowner)

This gives the members in attendance an opportunity to ask questions or make statements. No action can be taken on matters not listed on the agenda.

Michelle Tover wanted to clarify that all of the changes, like the pool rules, that we are voting on and approving is what has been submitted and that those will be sent to the members for review. Dave affirmed that now that we have approved them, each of the rules and changes will be sent to the membership for review. Shelly clarified that members have 28 days to review and comment. You can

email your concerns, questions and comments to the board for consideration. We will then move forward at the November meeting.

Shelly addressed Mary Boblet, who has continued to comment in the zoom chat, stating that she was already given a warning to stop making comments in the chat. Dave asked she be removed from the meeting. We will not permit disruption of the meeting and interference with the Board doing business. Kim removed her.

There were no other comments.

The next meeting will be on November 5th, at 10:00 AM via Zoom or a location to be determined

There will be no Executive Session today.

Today's meeting is adjourned at 10:43.