

SOUTH BAY COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING

Thursday, August 12, 2021

9:30 AM

Draft Minutes

1. Call to order

1. President Skinner called to order the regular meeting of the SBCA Board at 9:31 AM on Thursday, August 12, 2021 at the Bay Club. Six of seven Board Members were present, determining a quorum. Present: Gil Skinner, Christine Spagle, Dave Jurca, Bert Loomis, Janet DeDonato and Joe Gillien. Absent: Bill Wight.

2. Approval of Agenda

1. Agenda was modified to include a potential ARC complaint. Revised agenda moved and approved unanimously.

3. Approval of Meeting Minutes

1. July 26, 2021 Board Meeting: Moved and approved unanimously
2. July 28, 2021 Special Board Meeting: Moved and approved unanimously

4. Presidents Remarks

1. President Skinner welcomed everyone and turned the meeting over to Mark Torres for the Manager's Report

5. Manager's Report

1. Manager's report included a review of various maintenance projects underway and completed, including heat pump and back flow valve, bathroom retiling scheduled for October, landscape review, among others. New hire training of Brandon Bakus Jackson is going well.

6. Treasurer's Report

1. Christine Spagle provided a summary report on the month's financial performance pre-bank reconciliation, including bank account balances, reserves, expenditures and delinquent accounts. Reports will be posted to the website.

7. Board Communications

1. Discussion of member request for an exemption to the mask mandate. The member says that she is not vaccinated for Covid-19 and that she has medical reasons for not wearing a mask.
2. *A motion to decline the request for an exemption was made by Jurca, seconded by Spagle, and carried unanimously.*

8. Board Committee Appointments and approvals

The Board unanimously made the following appointments to committees, with Gil Skinner and Mark Torres as Ex Officio Members of all committees:

1. ARC Committee
 1. Bill Dennis, Chair
 2. Committee members Bill Wight, Mike Bainter, Joe Vozarik, Joe Guillien, Dave Jurca (Alternate).
2. Activities and Amenities
 1. Vickie Norris, Chair.
 2. Committee members Susan Shadrick, Chuck Gerstenberger, Cheri Gerstenberg, Peggy Hatheway, Janet DeDonato.
3. Communications Committee
 1. Chair, Janet DeDonato.
 2. Members Tom Sprandel, Lisa Bainter, Dave Jurca
4. Facilities Committee
 1. Chair, Christine Spagle.
 2. Members Bert Loomis, Bob Kent, Dean Rosenthal, Mike Porter, Susan Shadrick, Steve Hammond, David Schwartz.
 1. Woodworking Subcommittee
 1. Chair, Joe Guillien.
 2. Members Mike Porter, Rob Hamilton, Tom Britton
5. Finance Committee
 1. Chair, Christine Spagle.
 2. Members Dave Jurca, Dan Darrow, Ed Knodle
6. HR Committee
 1. Chair, Gil Skinner.
 2. Members Christine Spagle, Mike Boock, Mark Torres (Ex Officio Member).
7. Health and Fitness
 1. Chair, Dean Rosenthal.
 2. Members Mac McCulloch, Mike Porter, Barb Sweet, Bill Wight
- 9. Committee Reports**
 1. ARC Committee
 1. Bill Dennis reported on recent application approvals and on a recommended amendment to the SBCA Enforcement Policy regarding potential fines of up to \$2000 per tree for excessive tree trimming or tree removal without first obtaining required ARC approval. A motion to table further discussion of the recommended amendment until all

Board members had an opportunity to see the proposed amendment in writing was made, seconded, and *carried unanimously*.

2. Activities and Amenities Committee

1. Gil Skinner reported on Activities and Amenities committee meeting. No activities this past year due to closure of the Club for COVID-19, but several events in planning stages going forward including a wine and cheese event, a hamburger and hotdog cookout and new member receptions.

3. Communications Committee

1. Janet DeDonato reported on the month's Communications Committee meeting, including Bart Clark's resignation from the committee, and the Voice column by Gil Skinner.
2. There was a member suggestion of creating a weekly e-blast reminder of upcoming meetings and events, as not all members go to the website calendar. The Committee, along with Mark Torres will create an e-blast that goes out on Mondays reviewing calendar events for the upcoming two week period.

4. Facilities Committee

1. Christine Spagle led discussion on potentially clearing underbrush and brambles behind the Bay Club patio to improve the view and that the entrance could also use a facelift. *Motion to solicit two bids from landscape architects to create a plan that could be implemented in future phases. Motion by Spagle, second by Jurca, carried unanimously.*
2. Additional discussion of potential outdoor workout stations along the fitness trail, with Dave Jurca mentioning the need to consider potential liability risks as the public has access to it.

5. Finance Committee

1. Christine Spagle gave an update on the Finance Committee meeting and reviewed current financial issues including delinquent dues in the amount of roughly \$9000. When it reaches \$10,000 further action will be taken by the Board.

6. HR Committee

1. Gil Skinner reported no current HR issues.

7. Health and Fitness

1. Dean Rosenthal reviewed activities of the health and fitness committee and requested that the Board revisit the potential agreement for physical therapy consulting with Michael Haberpointer of Active Life Physical Therapy. *Motion to table the discussion until the Board has further opportunity to read through the proposed agreement and make a determination was made, seconded, and carried unanimously.*

10. Old Business

1. Discussion of whether to enforce the current COVID waiver more strictly and what to do if members decline to sign it, or whether to abandon it altogether. Dave Jurca suggested we might just alert members via a sign at the front door that by entering they agree to the terms and conditions in the waivers and the rules and regulation for usage of the Club.
 2. Dave asked to review all of the current waivers in use for the purpose of updating and combining them. *Motion that the Board adopt an additional rule stating members, associate members and their guests agree to be bound by the terms and conditions contained in the waiver upon entrance to the Club. Moved, seconded, and carried unanimously.*
 3. Discussion of the Red Cross request to make the Bay Club accessible in the event of an emergency, such as earthquake, tsunami, etc. *Motion to approve and move forward with the agreement with the Red Cross. Moved by seconded by Loomis, carried by five directors voting yes, with Wight absent and Guillien voting no.*
- 11. New Business**
1. Discussion of having a special meeting to decide how to proceed with a revote on proposed amendment of Master Declaration to impose dues on owners of vacant lots.. *Motion to table for further consideration of how best to proceed was made, seconded, and carried unanimously.*
 2. Discussion of new anonymous complaint regarding excessive tree trimming in one of the LPV villages. Board and ARC committee to investigate whether permission was sought. Mark Torres and Bill Dennis to follow up.
- 12. PLVC Report**
1. Gil Skinner reported on the PLVC meeting at which there was discussion of Smart Meters, grants for faster broadband, traffic speed revisions and an upcoming self-guided Volkswalk.
- 13. Member Comments**
1. Two members attended the meeting and two participated via conference call.
- 14. Adjournment**
1. Motion to adjourn was made, seconded, and carried unanimously. Meeting was adjourned at 11:43 AM.

Next regular SBCA Board Meeting is scheduled for Thursday, September 9, 2021 at 9:30 AM.

Submitted by Janet DeDonato, Board Secretary

Drafted: August 13, 2021

Rev 1: August 13, 2021

Rev 2: August 17, 2021

Rev 3: August 18, 2021