

**SOUTH BAY COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
December 8, 2022, 9:30 am
DRAFT MINUTES**

1. Call to Order
President Skinner called the meeting to order at 9:31 am.
2. Determination of Quorum
Quorum present to start the meeting with seven Board members in attendance; Gil Skinner, Christine Spagle, David Jurca, Randy Edwards, Peggy Ponto, John Cacho and Peggy Thuotte. Five SBCA members were in attendance along with SBCA's GM, Mark Torres.
3. Approval of Agenda
Gil Skinner suggested amending the agenda under new business to add discussion about establishing an ad hoc committee. Dave Jurca moved to approve the agenda as amended. The Motion to approve the amended agenda was seconded and passed 7/0.
4. Approval of meeting minutes
The minutes of the November 10, 2022 regular meeting were approved 7/0.
5. President's remarks
 - a. Gil Skinner announced that SBCA's goal of a \$10,000 donation to the foodbank was reached. The total donation amounted to \$10,0047.
 - b. Gil also cautioned about the possible need for masking at large events.
 - c. 73 people have signed up signed up to attend Saturday's holiday gala. Gil also thanked Kate Lore and all the volunteers for a fabulous job of decorating the club.
6. Manager's report
 - a. Mark seconded Gil's thank you to Kate for spearheading the volunteers who decorated the club.
 - b. Staffing – Mark has located a good maintenance candidate to replace Ed when he leaves in late January. Julie Forville will be overseeing events. Mark is still looking for people to be on call for help with events.
 - c. The power for the pool TV has been installed.
 - d. Mark is working on the proper signage required in connection with the new liquor license.
 - e. SBCA's pressure washer and power generator were serviced and are working. Mark suggested he could get a bid to install a transfer switch to make using the generator much easier to power various areas of the Club in a prolonged outage event. The generator can power about five items. The board asked Mark to obtain a bid for the cost related to a installing a transfer switch.

- f. Motion proposed to approve a bonus pool of \$2,500.00 to SBCA staff. HR will determine the allocation. Motion seconded and approved 7/0.
 - g. PLVC asked Mark to review Board policy concerning access to the Club during emergency events by the Emergency Preparedness Committee.
 - h. GM Torres is working with Bonnie on digitizing records for the HOA. Working on amending the Employee Handbook and SBCA HR policies. Also, work has begun on the 2023-2024 budget.
 - i. January 19-24 Mark will be on vacation, Kate Lore will take minutes for the ARC meeting during his absence.
7. Treasurer's Report
- Christine Spagle delivered the Treasurer's report and summarized that we are financially in good shape. The full report is available on request.
8. Board Communications
- a. There was a letter from Deanna Richards concerning pickleball. The board asked Mark to respond to the letter explaining that various committees are looking at options.
 - b. Bill Dean sent a letter requesting three PLVC Emergency Management personnel have access to the Bay Club in the event of an emergency. They need to be able to begin calling all Block Captains to access status, plus receive/share information with the community.
 - i. There was discussion concerning whether or not our insurer would allow a non SBCA Board member to have access to the Club. Dave Jurca made a motion to give access to three PLVC Emergency Management personnel. Motion was seconded. Motion failed 4/3.
 - ii. Christine Spagle made a motion to give SBCA officers access to the Club in the event of an emergency, SBCA officers will assist the PLVC Emergency Management personnel in entering the club allowing them to perform their mission. Motion seconded and passed 7/0. The board thanked Bill for his work on behalf of the community.
9. Committee Reports
- a. Architectural Review Committee

GM Torres reported that there were 7 applications, one requiring a site visit. All applications were approved. One extension was approved. There also was discussion about fire pits and compost bins. More research is being done on both issues.
 - b. Activities and Amenities

Spagle reported the committee is looking into more presentations from Jefferson Healthcare. They are also considering having speakers talk about crime prevention and the Marine Science Center. Sponsoring other social events, possibly Valentine's Day was also discussed. Activities committee is looking

into changing the pancake breakfast by adding eggs. Plans for the gala were finalized.

- c. Communications
No report.

- d. Facilities
Chairperson Ponto reported that the committee is working on getting proposals for new chairs for the card room.
They are looking into new lighting for art work in the hallway.
An ad hoc committee with representatives from the facilities and the finance committees will be looking for input from the membership on priorities for improvements to the “backyard” area of the Bay Club. (See discussion under item 11, below.)
The committee will be considering options for moving the coffee station out to the water fountain area because the room currently being used for a coffee station is now office space.

- e. Finance
Treasurer Christine Spagle reported GM Torres is investigating using SQUARE as a credit card tool for members to use in paying certain kinds of expenses and possibly for dues payments.
We have 7 delinquent member accounts.
 One has been referred to our attorney for collection.
 One is \$500 delinquent. Spagle made a motion to approve a payment plan of \$80 every other month to be paid off within 1 year. Motion was seconded and passed 7/0.
Overall delinquencies are down.
Two new associate memberships have been added.
Spagle made a motion that the Board approve an expenditure not to exceed \$400 for acquisition of a spreader to be used to distribute ice melt as needed on SBCA property. Motion seconded and passed 7/0.

- f. Health and Fitness
Chairperson Edwards reported that there are small items missing, a common problem with exercise equipment. Procedures will be considered for dealing with the problem.
As a result of the landscape design report (see item 11, below) the committee members made a list of their priorities on various projects.
 - 1) Outside fitness equipment – this would be stationary equipment (one size fits all). Basically, to get everyone moving/stretching/healthy.
 - 2) Pickleball court.
 - 3) Trails.The exact model TV for the pool area is still under consideration. There are questions about humidity and splashing water as well as safety. Safety because

of the location of the screen for proper viewing from the pool and the possibility of people physically running into the TV. TV warranty is also an issue. If the TV fails to work properly after time, the Board will not be authorizing the purchase of a replacement. The Board has to look at the big picture and may decide to rethink the whole issue.

The committee is also considering having Jefferson Healthcare talk more about proper falling techniques.

- g. HR
Meeting next week to discuss bonuses.

Motion to approve committee reports passed 7/0.

10. Old Business

- a. LPV 1 Tree cutting complaint. The Board has agreed to meet with the owner on 12/19/2022 at 9:30am as requested.
- b. Bayview Village, tree topping. GM is to contact Bayview Village to determine if the topping was on a private lot, in which case the Board will address the complaint. If the trimming occurred on village property, then Bayview Village will need to deal with the complaint.
- c. Kraengel complaint update. Dave Jurca reported that the Commission investigator Keith Smith stated that the Commission will approve the Pre-Finding Settlement Agreement at their meeting next Thursday and that we will receive the fully signed documents shortly thereafter.

11. New Business

- a. President Skinner reported that the landscape architect's report provided cost estimates for various potential improvements to the "backyard" area of the Bay Club, such as drainage improvements for the lawn area, installation of a sport court for pickleball and other activities, an events center, and trails enhancements. A motion was made to establish an Ad Hoc Committee with members from the Facilities and Finance committees to come up with a survey asking homeowners what projects they would want in light of the estimated costs associated with each project. Motion seconded and passed 7/0. Suggested members of the committee are: Christine Spagle, John Cacho, Bob Kent, Gill Skinner, Mark Torres, and one more person to be named.

12. PLVC report

Randy Edwards reported the PLVC president had resigned.

There seems to be a lack of revenue sources to finance PLVC activities. It may be necessary to reexamine the structure and direction of the council.

13. Member comments

Burt Loomis asked the Board why it decided not to request an accurate MERU count from the county. Jurca explained that in his opinion there was little benefit to be gained from repeatedly asking the same question, and receiving the same answer, possibly setting up an adversarial situation. Dave added that the Board may be asking for other more important items from the county in the near future.

Dave Jurca wished to pass on a “thank you” to the Bay Club staff for their assistance with the OT 2 holiday party and meeting on December 4.

Tanya Gardanar asked a question concerning the recent homicide near the golf course.

Bill Dean pointed out that the fire district merger passed. In February there will be a ballot issue to raise taxes to support the Fire District.

LMC has invited all SBCA members to join them in their outdoor pool for the POLAR PLUNGE at 11:00 am 12/31/2022.

President Skinner thanked all 5 SBCA members (Bill Dean, Burt Loomis, Dave Reinke, Steve and Tanya Gardanar) for attending/participating in the meeting.

14. Adjourn
Motion to adjourn was made and passed at 11:05 am. 7/0.

Next SBCA Board Meeting: January 12, 2023. Next SBCA Board workshop date: TBD