

**SOUTH BAY COMMUNITY ASSOCIATION
BOARD OF DIRECTORS SPECIAL MEETING**

March 30, 2020

9:40 AM

DRAFT MINUTES

1. Call to Order

2. Determination of Quorum

7 of 7 directors present

3. Approval of Agenda

Motion to Approve as amended by 7(a) under New Business

DIRECTOR	PRESENT	YES	NO	ABSTAIN
Birch	X	X		
Clark – Sec.	X	X		
Jurca	X	X		
Shadrick – VPRES.	X	X		
Sheldon – Pres.	X	X		
Sprandel	X	X		
Walkowski – Treas.	X	X		

4. Approval of Board of Directors Special Meeting minutes from March 23 meeting

Motion: Dir. Jurca,

Seconded: Shadrick

DIRECTOR	PRESENT	YES	NO	ABSTAIN
Birch	X	X		
Clark – Sec.	X	X		
Jurca	X	X		
Shadrick – VPRES.	X	X		
Sheldon – Pres.	X	X		
Sprandel	X	X		
Walkowski – Treas.	X	X		

5. Manager's Report

See the embedded Word document below.



GM_Report_03-30-2
0_Summary of SBCA.

Motion to Allow General Mgr to release payment to contractor pending receipt of a signed release upon final payment.

Moved: Dir. Jurca

Second: Dir. Sprandel

DIRECTOR	PRESENT	YES	NO	ABSTAIN
Birch	X	X		
Clark – Sec.	X	X		
Jurca	X	X		
Shadrick – VPRES.	X	X		
Sheldon – Pres.	X	X		
Sprandel	X	X		
Walkowski – Treas.	X	X		

Dir. Jurca provided advice to GM Torres regarding how to handle cancellation of an associate membership; official notice of cancellation required and can be prorated to the effective date.

GM Torres will update the membership via email regarding how the Bay Club will continue to be managed during the COVID-19 closure.

6. Old Business

Board Complaint Closed One of our two active complaints (Otness-Watson) is now closed. The other complaint (Lewis) will require further deliberation and discussion as how best to proceed. Dir. Jurca notes that Ms. Lewis’s membership privileges can be suspended by the Board if Ms. Lewis does not pay dues and/or fines assessed.

7. New Business

- a. Corona Virus Response Package’ possible applicability to SBCA – It is recommended by Dir. Jurca that GM Torres inquire of our bank(s) regarding how this would apply for the SBCA. This topic will be discussed further at next week’s meeting.
- b. Response to members who claim that they should receive a rebate of dues commensurate with the time period the Bay Club is closed due to COVID-19 situation.

Motion to approve a draft policy for how to handle payment of dues (a.k.a., assessments) and late fees and interest during the Covid-19 closure period.

Moved: Jurca

Second: Walkowski

DIRECTOR	PRESENT	YES	NO	ABSTAIN
Birch	X	X		
Clark – Sec.	X	X		
Jurca	X	X		
Shadrick – VPRES.	X	X		
Sheldon – Pres.	X	X		
Sprandel	X	X		
Walkowski – Treas.	X	X		

- c. Should on-sight work be allowed for staff members in the Bay Club?
 The Board is comfortable with deferring to the judgment of GM Torres in applying the criteria set forth in the board’s March 16, 2020 resolution to close the Bay Club ‘except for ongoing contracting work and activities essential to the proper administration of SBCA and maintenance of the Bay Club.’”.

8. Member Comments

A member comments that loans for small businesses and associations such as ours are not retroactive so it is important to apply as soon as possible.

9. Adjourn, 10:44 a.m.

Motion: Sec. Clark

Second: Dir Sprandel

DIRECTOR	PRESENT	YES	NO	ABSTAIN
Birch	X	X		
Clark – Sec.	X	X		
Jurca	X	X		
Shadrick – VPRES.	X	X		
Sheldon – Pres.	X	X		
Sprandel	X	X		
Walkowski – Treas.	left 10:32am			