

- Minutes of the Crystal Falls Association Board of Directors Meeting
November 16, 2017 6:00pm

The meeting was called to order by Rich Painter, President. Other directors in attendance were, Michael Dalby, Treasurer, Tim Pearl, Director. John Welch, Vice-President and Joel Lawrence, Secretary were absent. Office Manager Lois Alameda was also present. The Pledge of Allegiance was led by Rich Painter.

The Special meeting minutes of October 12, 2017 were reviewed by the Board. **Tim Pearl made a motion to accept the Special Meeting minutes of October 12, 2017 as prepared, seconded by Michael Dalby all in favor.**

The Regular meeting minutes of October 19, 2017 were reviewed by the Board. **Michael Dalby made a motion to accept the minutes of the Regular Board meeting October 19, 2017 as prepared, seconded by Tim Pearl all in favor.**

Rich Painter announced that the next Regular Board Meeting is scheduled for December 21, 2017 at 6:00 pm.

Rich Painter announced that 3 Board Positions were open for the upcoming Election, and that Election Ballots were mailed out by November 15, 2017 and are due back to the Notary Catherine James by December 15, 2017 and that the Ballots will be opened and counted by the Notary during the December 21, 2017 Regular Board Meeting.

Rich Painter introduced the Candidates running for the Board:

- 1) Douglas Satterfield
- 2) Marife Wood
- 3) Jeannette Sedlemeyer
- 4) Dave deVillers
- 5) Timothy Pearl
- 6) Lydia Welch

Rich Painter opened Member Concerns: Member concerns were heard by the Board from several members that were present.

The Treasurer's report as of November 13, 2017 was presented by Michael Dalby, Treasurer.

Rich Painter gave barn reported stating that we have 4 Boarded Horses.

Rich Painter gave the lake report stating that the upper lake had been drained, and some boards had been removed at the lower lake to prevent flooding.

Rich Painter stated that normal grounds maintenance was being performed.

Angelina Curtin gave Activities Committee Report stating that we had a successful Halloween party.

Old Business:

Rich Painter addressed Increase in trash pick-up at the barn due to health concerns and Tuolumne County Health Code, stating that manure is being bagged and put in the dumpster at a cost of \$391 per month to TUD.

Tim Pearl made a motion to approve increased trash pick-up at the barn due to bagging manure and putting in the dumpster at a cost of \$391 per month, seconded by Rich Painter, Michael Dalby was opposed, the motion passed by majority vote.

Rich Painter presented approval for Anchor Pest Control to spray and kill lily pads in the lower lake, he continued to explain that per Head Maintenance Kevin Wood, this could be accomplished during premergent process before the lake opens for next season. The Board tabled this item to a later time.

New Business:

Rich Painter presented concerns received by several lot owners:

Lot 404-Revisit the \$25 Refundable Garden Fee-Eliminate Garden.

Lot 040-Have Rate increase only be for 1 year.

Lot 019 & 040-Various questions provided to the Board.

The Board discussed the items and took no action.

Rich Painter presented the Authorization to borrow from Reserve Funds in 2017 to pay for shortfall in Budget and repay in 2018.

1. Reason the transfer is needed-unable to pay long term (reserve fund) monthly \$5000 payment for November and December 2017.
2. Some options for repayment-As cash flow increases going forward, will repay unpaid monthly long term (reserve fund) payments. Stating that funds will be repaid in 2018.
3. Whether a special assessment may be considered-A special assessment is not being considered.

Tim Pearl made a motion to approve borrowing November and December 2017 reserve fund payments of \$5000 each, in order to keep operating funds available due to shortfall in budget for 2017, to be repaid in 2018, and No special assessment will be done, seconded by Rich Painter, Michael Dalby abstained the motion carried by majority vote.

Rich Painter presented the Budget Committee, consisting of Michael Dalby, Treasurer, Donna Maddox Lot 226, Dave deVillers Lot 714 and Paul Halek Lot 243.

1. Request to Extend Budget Committee Charter through December 31, 2017. **Tim Pearl made a motion to extend Budget Committee Charter through December 31, 2017, seconded by Michael Dalby, all in favor.**

2. Proposed 2018 Operating Budget was presented by Donna Maddox Lot 226. Dave deVillers Lot 714 presented the 2018 Long Term Reserve Funding Plan and Annual Disclosure information for mailing to all members. **Tim Pearl made a motion to adopt the 2018 Operating Budget and the 2018 Long Term Funding Plan and the Annual Disclosure information for mailing to all members, seconded by Michael Dalby, all in Favor.**
3. Paul Halek Lot 243 presented the varied spending of the budget over the 12 months of 2018, he also explains that the Association works under the Accrual Basis of Accounting which means that bills are record as of the date they occur rather than when they are actually paid. He continued to explain, he is calculating the cash flow of actual cash received verses spending.
4. Michael Dalby presented a list of recommendations of the Budget Committee to the Board of Directors.

The Budget Committee opened the meeting for a brief Question and Answer session, stating that a detailed Budget Presentation was scheduled for December 14, 2017 at 6 pm at the upstairs clubhouse.

Rich Painter presented the agenda item-Lower Lake should we drain it or not? After discussion, the Board tabled this item for further research of the former Lake Committee information.

Michel Dalby presented the possibility to instituting a Hiring policy that included a DMV printout with Employment Application. **Michael Dalby made a motion to have a current DMV printout to accompany employment applications, seconded by Tim Pearl, all in favor.**

Michel Dalby also stated that a criminal background check should be conducted, the Board discussed the possibility, indicating that research would have to be conducted to make sure this was in accordance with legal counsel.

Rich Painter then conducted the annual turkey raffle, Lot 404 won the raffle and was given the \$30 Safeway gift card.

The meeting was adjourned to Executive Session at 7:45pm

However since Michael Dalby left the meeting, Executive Session could not be held, and was rescheduled to next Regular Board Meeting by Rich Painter.