

## **CARNELIAN WOODS TOWNHOUSE ASSOCIATION**

TO: CARNELIAN BAY BOARD OF DIRECTORS  
FROM: ALEX LUKASH, BOARD SECRETARY  
SUBJECT: APPROVED MINUTES OF BOARD MEETING OF JUNE 4, 2011  
CARNELIAN BAY, CA. 96140

The meeting was called to order at 9 AM by board president Lee Shuff.  
Member present: Shuff, Lukash, Okumura, , Thomas, Simcoe, Dworsky, Duffy, Sullivan  
Absent: Hubachek  
Absent: GENERAL MANAGER, LES TERRY

### **1. SECRETARY'S REPORT (ALEX LUKASH)**

- a. Approval of board minutes of the 4-30-11 meeting. Move to approve-Okumura, 2<sup>nd</sup> Simcoe.

### **2. TREASURERS REPORT (DAVE SULLIVAN)**

- a. The April, 2011 income statement was introduced. Income included quarterly receipts for sheds, late charges of \$1,383 for late quarterly dues charges, and \$4,152 for repairs and cleaning provided by CW Services.
- b. Expenditures were reduced by \$880 from the budgeted amount from savings by doing accounting in-house, \$1,131 saved on a new insurance policy, and \$2,287 on salary savings. Expenditure were higher than normal for snow removal, increased payroll taxes of \$5,490 due to rate changes, seasonal workers comp charges, and \$3,911 for replacing the transmission in the 2000 truck.
- c. CW Services income and expenditures will be made more transparent in order to make the income statement easier to read.
- d. Capital expenditures were \$16,071 higher than budgeted due to the unexpected demise of the 1995 truck. A new 4 wheel drive pickup truck was purchased for \$34,071.
- e. Motion to approve Treasurer's report-Okumura, 2<sup>nd</sup> Dworsky, Report approved, 8-0.

DELINQUENCIES

- a. Units #73 , 67 and 57 are behind for a total of \$5,500.
- b. Unit #122 has been foreclosed on by a bank. So far, the bank has not contacted CW; however, they are now responsible to pay dues to the association.

#### PROPOSED BUDGET 2011-2012

- a. Allocations to the capital reserve account will be increased by \$1,000/month; this will be a 10% increase. The capital reserve study recommended a 15% increase.
- b. Even though capital expenditures will increase by \$ 18.57/unit/month, operating expenditures will be reduced by \$3.00/unit/month.
- c. G. Simcoe had severe concerns about the proposed budget in that CW Services skewed the figures, and would like to see a proposed budget with CW Services income and expenditures removed in order to clarify what are actually the salary expenditures in the proposed budget . It was agreed that this would be done at a later date.
- d. It was proposed by Okumura, 2<sup>nd</sup> by Lukash that the proposed budget be mailed to homeowners for consideration at the annual meeting in September. The vote was 7 ayes, 1 no by Simcoe , who still would like to see the additional information that he requested; Hubachek absent. Motion approved.

### **3. SECURITY COMMITTEE (LES TERRY)**

No report

### **4. INSURANCE COMMITTEE (JOE HUBACHEK).**

No report.

### **5. SHERIFF'S OFFICE (JOE HUBACHEK)**

- a. A report e-mailed by J. Hubachek. A claim has been filed with, and refused by Placer County. CW has now filed a lawsuit.

### **6. ARCHITECTURE COMMITTEE (CARY OKUMURA)**

- a. A window issue with Unit #9 is still in the resolution stage.

### **7. GOVERNMENT AGENCIES ( GEOFF SIMCOE)**

- a. The Nevada State Legislature is thinking of withdrawing Nevada from TRPA.
- b. Quagga mussel boat inspections will resume 5-25-11.

## **8. UNDEVELOPED LOTS ( CRAIG THOMAS)**

- a. No report.

## **9. FORESTRY COMMITTEE (RUTH DWORSKY)**

- a. Steve Menard has felled 8 trees that were too close to structures.
- b. Brush has been removed in the strip adjacent to Sahara Drive
- c. The fire department has recommended that we spread our pine needles over our dirt roads , up to 2” in depth.
- d. CW needs to hire a registered forester to check our acreage, This is required to be done every three years.
- e. The annual rake-off will take place on July 9.
- f. Ruth Dworsky proposes that homeowner who have trash thrown off of their decks receive both an oral and written warning for the first offense; each subsequent offense will be fined \$50 in escalating amounts of \$50. Motion approved, 8-0.

## **10. CAPITAL BUDGET (LES TERRY)**

- a. Discussed in previous reports.

## **11. PROJECT MANAGER’S REPORT (LES TERRY, GM)-Handout**

- a. Spring activity has been hampered by weather issues.
- b. CW Services continues to pick up clients.
- c. Lighting project materials have been ordered and the installation will take place shortly for units # 108-113.
- d. There was considerable damage to the trim and meter doors from the extraordinary snowfall,
- e. The Joe Krause evaluation is slowly heading toward a conclusion.
- f. There has been no communication regarding the access gate at the end of Carnelian Wood Ave.
- g. SW Administrators is changing the gas supply on Carnelian Woods Ave.

THE BOARD RETIRED TO EXECUTIVE SESSION AT 11:17AM TO DISCUSS PERSONNEL MATTERS. THE REGULAR SESSION RECONVENED AT 11:57 PM

## **12. HOMEOWNERS MEETING 9-17-11**

- a. Nominating committee; Lee Shuff, Dave Sullivan, and Tom Duffy have agreed to stand for re-election.
- b. All reports, minutes, etc. need to be submitted to Les Terry by mid July and the mailing to homeowners needs to go out by August 1.

## **13. OLD BUSINESS**

- a. There will be a homeowners and neighbors party on August 6.

## **14. NEW BUSINESS**

None.

## **15. NEXT BOARD MEETING**

The next board meeting will be on August 6, 2011 at CW Lodge.

The meeting was adjourned at 12:17 PM

Respectfully submitted on 7-3-11  
Alex Lukash, Secretary CWTA