

CARNELIAN WOODS TOWNHOUSE ASSOCIATION

TO: CARNELIAN WOODS TOWNHOUSE ASSOCIATION BOARD OF DIRECTORS
FROM: CARY OKUMURA, BOARD SECRETARY
CARNELIAN BAY, CA. 96140

SUBJECT: MINUTES OF BOARD MEETING OF Saturday September 14, 2019 @ the Lodge

The meeting was called to order at 9:00 AM by board president Mike Proffitt.

Members present: Proffitt, Okumura, Shuff, Barry, Fox, Sullivan, Hubachek, Simcoe, Duffy

Project Manager: Don Bemiss

Others in attendance: Kathy Witt

1. Secretary's Report – (Cary Okumura)

- a. Approval of minutes for the previous BoD meeting of Saturday, August 10, 2019
- b. Motion to Approve Aug 10, 2019 minutes by Shuff, 2nd Barry; Motion approved, abstain by Simcoe

2. Treasurer's Report – (Dave Sullivan)

- a. Financial Reports: July 2019 was re-reviewed.
 1. Reporting format changed to be more understandable.
 - i. Good month = \$42K
 2. Motion to approve July 2019 by Shuff, 2nd Simcoe; Motion Approved
- b. The Carnelian Woods Services Incentive Pool policy originally implemented in 2011 was reviewed.
 1. A Revised CWS Incentive Pool policy, dated 9/1/19 was reviewed based upon 17% of Net Profits
 2. Motion to approve; Shuff, 2nd Fox, Motion approved
- c. A BoD Resolution for a revised Finance Committee was discussed. Motion to approve; Shuff, 2nd Hubachek; Motion Approved
- d. Previous Capital Reserve bank accounts have been consolidated to Merrill Lynch @ 2.5% vs previous average 0.1%, thanks to Perry Fox.

3. Security Committee – (Don Bemiss)

- a. Dumpsters continue, No other major issues.

4. Insurance Committee – (Greg Hubachek)

- a. No issues since renewal of CWTA insurance.

5. Architectural Committee – (Cary Okumura/Jack Venable)

- a. The conversion of CWTA Storage spaces into HO bedrooms issue.
 1. The Placer County has put this request on a lower level & will be addressed in the future. Jack to follow up.
 2. Cary to develop a spreadsheet of all HO requests to the ACC per his knowledge, in progress.

6. Government Agencies – (Tom Duffy)

- a. Calif. Legislature ended: Issues, Affordable housing.

- b. The Martis Valley lawsuit continues. Currently in Appeals Court.

7. Forestry Committee – (Celia Barry)

- a. Celia has arranged to have the NTFPD Fire Chief to speak to the homeowners at the 1:00 PM meeting
- b. The Firewise designation renewal request is in progress
- c. Carnelian Creek treatment is on hold pending a project on the entire California side of Lake Tahoe which hopes to establish a CEQA determination regarding timberlands.
- d. Celia has made an application as “Best in Basin”
- e. Celia is investigating the undeveloped lots regarding coverage/development rights. There is no market at this time.

8. Hospitality Committee – (Denice Courtney)

- a. Denice is resigning from this committee; Cat Fox will be the new Chair.

9. Local Outreach - (Kathy Witt)

- a. Kathy has represented CWTA at various TRPA/Placer County agency meetings.
 - 1. Issues of concern to CWTA are; Bike paths (Tahoe Vista to Dollar Hill), Short term rental TOT policy (Transitory Occupancy Tax),
- b. Kathy would like to get CWTA HO volunteers to help her.

10. Communications Committee – (Mike Proffitt)

- a. The current issue will be available at the HOs meeting.
- b. The HO Roster to be updated at the HO Meeting as we have had 22 new recent owners

11. Strategic Plan – (Lee Shuff)

- a. Lee will discuss our BoD efforts regarding Strategic Plan results
 - i. 2 Year Budget, CW future Capital Expenses for 5 years, Future Capital Reserve & Expense estimating
 - ii. Perry has a friend who will come to a future BoD meeting to discuss possibilities for our undeveloped lots.

12. Project Managers Report (Don Bemiss)

- a. PM report for August;
 - i. Asphalt walkways, pool pump flu replacement, trash enclosures, upgrade 16 unit balconies, lodge roof leak, defensible space/pine needle clean up, work area fencing for storage of loader/machinery, BMP maintenance.
 - ii. CWS: unit 16 to start 8/15.

13. Old Business

- a. Guest speaker from NTFPD to present to the HOs.
- b. State Law change for HO Quorum to be 33% vs 50% + 1 per previous By Laws
- c. Marle will do food service.
- d. McClintock to be contracted to do accounting and monthly reports for approximately \$600 per month.

- i. Motion to contract: Barry, 2nd Shuff; Motion approved.
- ii. Yearly Auditing is still separate & to be reviewed.

14. New Business

- a. McClintock has been contracted to do accounting and monthly reports.
 - i. There is still a discrepancy between their & our monthly financial reports

15. Next Board Meetings

- a. HO Meeting Saturday September 14th 1 PM
- b. BoD Sunday September 15th 9 AM

Motion to close Board Meeting; Duffy, 2nd Shuff; Motion Approved, at 10:50 AM.
Cary Okumura, Secretary CWTA