

Draft

Minutes of the Carnelian Woods Board of Directors Meeting January 28th, 2023

Board Members Present: Celia Barry, Mike Proffitt, Karen Cleland, Perry Fox, Cary Okumura & Diane Hopkinson

Committee Members Present: Don Adams, George Shaw

Phone in Board Members: Greg Hubachek, Fran Swanson, Dave Sullivan

Zoom Participants: Zoom service was not operating.

The meeting was called to order by Celia Barry (President pro-tem) at 9:10 am.

1. **Insurance committee report:** Greg reported that an owner has requested the use of the lodge for a private gathering. The use of alcohol was discussed as we are a no-alcohol allowed facility. Greg will check to see if the requester can obtain a private policy or if our insurance would even accept one.

Greg will check to see about the Lodge BBQ to see if it is in compliance with the insurance as well.

Gregg reported we have no towing insurance for CW vehicles. We incurred an out of pocket expense to have one of the vehicles towed to and from Truckee for repair. Serge handled the auto insurance and moving forward it will be handled by the Insurance Committee Chair. We will be searching for someone to take over this position by April.

2. **Architectural committee:** an email report was submitted.
3. **Local Outreach Committee:** Fran reported that funding for the bike path affecting us has started to come through but nothing new on where it will be or has happened. Palisades Tahoe is back with a new request for

development. A biomass facility is in development for wood chipping. An email report was sent out.

4. **Forestry Committee:** Celia has tried to contact April to see if we can join in to get the creek cleared. It would probably entail an expense. Perry said that when the piles are burned we should be notified as the smoke created will probably make it a concern to be in our units. Celia will check into making sure we are notified.
5. **Hospitality Committee:** No report
6. **Communications Committee:** Karen reported that the newsletter was sent out. There was discussion on whether or not we still need one with the website up and active. The majority said that it is probably still needed to be sent out via email. We will revisit this again if it appears the website is being utilized more in the future. George sent out a detailed email of the state of affairs with the website. There is still work to be done that will be handled by the committee. Don Adams has joined the committee. We will search for someone knowledgeable in WordPress to be a back up for George.
7. **Compliance with HOA Communication Requirements:** Diane will get together with Teresa to report on the results from the survey handed out at the Homeowner's meeting regarding the compliance of communication preferences and report on it at the April meeting.
8. **Treasurer's Report:** Perry reported that the CIT account is finally closed after 10 months of requesting it. \$7,900 was dispersed. The Wells Fargo debit cards are closed (per email from Don Bemiss).

Bill.com will be active in February to scan, ACH pay and report to Quickbooks to automate bill paying.

He voiced concerns about the two golf carts being left out in the snow, our outside lights being sensor activated vs. timer, and the hot tubs being left uncovered when not being used. These items could save us money. CWServices lost 13K in the first quarter. Income is not meeting wages and expenses.

An email was sent out with the full Treasurer's report for both Carnelian Woods and Carnelian Woods Services.

Due to phone connection issues the meeting was adjourned with the following to be addressed at the April 29th meeting:

1. Approval of the minutes from Oct. 22nd & 23rd
2. General Manager's report
3. Annual meeting Debrief
4. Old Business
5. New Business: Carnelian Woods job description updates, review of Fire Extinguisher Requirements and inspections

The meeting was adjourned at 11:00 (Motion by Hopkinson, 2nd by Proffitt)