

NOTICE OF MEETING

An open meeting of the board of directors of Carnelian Woods will be held at

5:00 PM Tuesday December 19, 2023

In Person: This meeting will be virtual only. Seen connection links below

Online: <https://meet.google.com/pwy-ozvg-gwn>

Google Meet Smartphone App code: pwy-ozvg-gwn

Telephone: +1 904-900-0934 and enter this PIN: 303 967 020#

To view more phone numbers, see: <https://tel.meet/pwy-ozvg-gmn?hs=5>

BOARD MEETING AGENDA

1. Call to Order – President
2. Roll Call / Quorum Check - Secretary
3. Approval of minutes of the November 21, 2023 board meeting – Board
4. Open Forum – Homeowners (Note that board members are limited in how they can respond.)
5. Presentation/Q&A by Alpenhof Management
6. General Manager Report
 - a. Winterization
 - i. First Snow
 - b. Pests
 - i. Rodents
 1. Unit 48
 - ii. Bats
 1. Unit 146
 - c. Forestry
 - i. Staff and Lasting Landscape Work (another inspection)

- d. Service Requests
 - i. Unit 149 - Access for HVAC
 - ii. Unknown Unit - Painting
 - iii. Unit 22 - Kitchen remodel
 - iv. Unit 12 - Handyman request
 - v. Unit 67 - Heat tape
 - vi. Unit 8 - Nest battery replacement
 - vii. Unit 72 - Gas line delivery and install
- e. Vehicles
 - i. Goal of disposing of Red Truck
 - ii. Ongoing issues with Rack Track (also used for plowing)
- f. Hot Tub
 - i. Usage
 - ii. Thanksgiving schedule
 - iii. Dec 22 to Dec 31 schedule
 - iv. Next seasonal change
- 7. President's Report
 - a. Reserve study authorized
 - b. Black Top Paving site inspection and quote
 - c. Requested meeting with western bat
 - d. Winter staffing
 - e. Insurance notification
 - f. Firewise certification renewal
 - g. Special assessment ballot - **REMEMBER TO VOTE**
- 8. Treasurer's Report
 - a. Collections policy development
 - b. Accounts receivable update
 - c. Financials
 - d. Billing for Fall Maintenance
- 9. Secretary's Report
 - a. Meeting Minutes

10. Committees

- a. Hiring Committee - Perry
- b. Pool/Spa Committee – Carlos
 - i. Recommendation Letter from Tahoe Pool Service
 - ii. Committee Presentation
- c. Forestry Committee – Celia
- d. Phone Committee – Carlos
 - i. Security Lock & Fire
 - ii. AT&T Cancellation
- e. Insurance Committee - Greg
- f. Strategic Planning Committee – Don

11. Old Business – Board

- a. Winter 22/23 insurance claim repairs update – Celia

12. New Business – Board

- a. Outside Homeowner Light Replacements

13. Adjourn to Executive Session (Closed Session)

- a. Approval of minutes for the November 21, 2023 Executive Session
- b. Accounts receivable update – Treasurer
- c. Senior Maintenance Technician contract review & approval
- d. Staff benefits discussion
- e. Staff bonuses
- f. Development of Staff Agreements and Position Responsibilities
- g. Status of ex-office coordinator claim
- h. Status of ex-General Manager claim

14. Next Board Meeting – January 16, 2024

MEETING RULES: Members may not record the meeting. Members may observe the meeting but do not have the right to participate in the Board's deliberations or votes. Members may address issues during the Open Forum portion of the meeting. Members may not be present during the executive session.