

BOARD MEETING MINUTES

Open Session

Tuesday, February 20, 2024

- 1. **Call to Order–President**
 - a. Meeting called to order at 5:01pm on February 20, 2024
 - b. Celia Barry nominated and installed as Secretary Pro-Tem
- 2. **Roll Call/Quorum Check–Secretary**

Board Members

Position	Unit #	Name	Present	
			Yes	No
President	24	Don Adams	X	
Vice President	11	Celia Barry	X	
Treasurer	36	George Shaw	X	
Secretary	139	Larry Nowels		X
Board Member	112	Dave Sullivan	X	
Board Member	144	Greg Hubachek		X
Board Member	57	Carlos Sanchez		X
Board Member	148	Perry Fox	X	
Board Member	52	Mike Proffitt	X	

- 3. **Approval of minutes of the January 16, 2024 board meeting - approved unanimously**
- 4. **Open Forum**
 - a. An Open Forum was held, where members were given an opportunity to address the board.
- 5. **General Manager’s Report**

- a. Winter updates - not much snow so far, have used Lasting Landscapes about 6 times
- b. Service requests - unit 37 rodents
- c. Vehicles- rack truck out of commission - too damaged to repair. Flat bed is the only snow removal truck and has electrical issues. Will need to replace truck(s). Loader is still operational but needs some repairs.
- d. Entry Stair and Railing inspections - Completed given conditions, but ice prevents stair evaluations.
- e. Measured area for asphalt replacement.
- f. Saunas - Staff added plates covering obsolete controls.
- g. Fall Maintenance - some units don't have extinguishers - are replacing them and billing homeowner(s) as time allows.
- h. Energy Saving - Setting thermostats in Lodge to reduce heating at night.
- i. Staff Training - Computer training ongoing
- j. Network wiring in Lodge - evaluating this. A public network in lodge for homeowners/guests has been set up.
- k. Staff will check dumpsters at the end of day to ensure that they are latched.
- l. Office coverage after Feb 20 until March 1 discussed. .

6. President's Report

- a. Special Assessment Results and Implementation
 - i. Special assessment passed.
 - ii. Invoice will be sent in March for April Quarterly dues with special assessment. Entire Special Assessment will be presented, but not penalty for late payment (within 4 quarters).
 - iii. Include letter/communications about special assessment.
- b. Alpenhof proposal status
 - i. Contract is executed with a March 1, 2024 start date
 - ii. Board/Alpenhof will communicate/introduce change.

- c. Summary of Call with Western Bat
 - i. Met with management/leadership of Western Bat.
 - ii. A full property reassessment in spring will be performed with all repairs completed at that time.
 - iii. If your unit has bats inside, it is the homeowner's responsibility for pest removal, and notify the board.
- d. Pavillion Lease Renewal
 - i. Negotiation of terms with tenants ongoing.
 - 1. Motion and 2nd to accept negotiated terms of \$250 increase in rent and \$100 increase in utilities. Passed Unanimously.
- e. Investigating new provider for door access readers

7. Vice President Report

- a. Winter 22/23 insurance claim repairs update
 - i. Roofing material has been ordered and needs to be verified.
 - ii. Preparing for arrival of windows, no delivery date yet - will be stored onsite.
 - iii. Engineer for deck repairs is coming in about two weeks
 - iv. Homeowners should report leaks to Celia and George so that we can ensure that RMC is notified and can take action.

8. Treasurer's Report

- a. Accounts receivable: One unit is on a payment plan and is head of schedule to payoff. Three units missed quarterly dues and will be invoiced with late fees. Pre-lien notices have been sent to all three units. The notice caused two units to come back into compliance.
- b. Changes in services (security, phone, internet, water, auto ins, wc ins) Working on improving how these services are provided to reduce expenses. Garbage pick up: expense covers weekly plus 13 additional pickups. We have a special rate plan but George is looking at how to reduce cost.

- c. Financials - Documentation for McClintock provided to complete. McClintock completed 2022, pending Carnelian Woods final review and acceptance. McClintock will start 2023 review.
- d. McClintock is sending financials the day before the HOA meetings. Short on time to review before the meetings
- e. McClintock has been notified about the Alpenhof contract and knows that there will be reduced work needed from McClintock for Carnelian Woods.

9. Secretary's Report

- a. Bylaw Revision Update - template is 45 pages long, previous version was 15 pages. Rules and Regs are also out of date. If anyone else wants to help - volunteer.

10. Committees

- a. Forestry Committee - Celia
 - i. Wood piles burn - 10 acres left to burn, if conditions aren't good this winter, this will wait until fall. Total project is 66.7 acres.
 - ii. Treatment of Carnelian Creek - Consulted briefly with April Shackelford from North Tahoe Fire who recommended Tahoe Resource Conservation District for advice - waiting to hear back from them about vendor(s), scope, expense. Celia will update the SAM ID which is often requested in order to submit grant proposals.
 - iii. Celia will get vendors to look at the trees identified by Don Adams as potentially needing removal (near #20 - two trees, also in back of #37) - funds are budgeted for this purpose.
- b. Insurance Committee - George/Greg
 - i. Status of Pacific Premier exploration of new policies.
 - ii. Some of our denials are due to ongoing work to do repairs.
 - iii. May have to get California FAIR Plan plus separate Excess and Surplus coverage but only covers cash value of property (\$23M-\$25M). Banks want and rebuilding needs replacement cost

- coverage (\$50M-\$60M). CFP will only cover up to \$20M and E&S insurance would cover the difference to actual cash value.
- iv. Another option is adjusting bylaws and CC&Rs to make individuals responsible for insurance for exteriors. This requires more time and a homeowner vote.
- c. Strategic Planning Committee - Don
 - i. Pavillion and Property Development - Proposal from Sagepoint. Proposal focused on Pavilion for \$20,000. Unanimous vote to table to next month's meeting.
 - ii. Entry Stairs Investigation - look at this issue in the Strategic Planning Committee.
 - d. Pool and Spa Committee - George - (Carlos not at meeting)
 - i. Pool and spa covers - could be replaced now though they would have snow coverage and wear and tear. Would save on utilities to have the staff leave covers on the spas. Users of the spas would remove/replace covers. Marion will contact Carlos. George will order the floating covers.
 - e. Webmaster/Communications - George
 - i. Lots of email blasts. Homeowners like to receive the information.
 - ii. Waiting to see the eUnity Homeowner portal from Alpenhof to see how they can work together. Tom from Alpenhof will connect with George.
 - f. Architectural Review Committee - Jack
 - i. No projects submitted. Some owners are looking at installing egress windows.
 - ii. Four units for sale, two are currently pending. #60 fell out of escrow. #109 accepted an offer. #26 and #5 are also for sale.
 - iii. BBQ policy update needed.
 - g. Finance Committee - George

- i. Working with McClintock to improve reporting to help make decisions about employees versus contracting (for example).

11. Old Business–Board

12. New Business – Board

- a. Board project list - George
 - i. Reviewed list, gave examples of the Replacement Plow Truck and Lodge Energy Efficiency (area under the Lodge needs duct work/insulation.)
 - ii. Discussion about Replacement Plow Truck. Our current trucks are 2011 and 2013. Whatever we purchase will need good preventative maintenance. Jack and George will look at options for replacement of the trucks . We have one reliable truck, one semi-reliable truck and one non-functioning truck.
- b. Homeowner exterior light upgrades - Don/George - postponed.
- c. Lodge energy upgrades
 - i. Motion for \$10,000 proposed from reserves for Lodge Energy Efficiency was approved unanimously.
- d. Cancel water service at tennis courts - four water bills for Lodge, irrigation, tennis-courts drinking fountain, and pavilion. Tennis courts drinking fountain was vandalized and removed. Costing \$50/month currently and will be canceled.

13. Meeting ended at 7:03pm

14.

Next Board meeting: March 19, 2024

15. Adjourn to Executive Session (Closed Session)

CARNELIAN WOODS



A handwritten signature in black ink, appearing to be 'Celia Barry', written in a cursive style.

Celia Barry, Secretary Pro-Tem