

**LAKE WILDWOOD ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS MEETING
MAY 24, 2011**

A. CALL TO ORDER

Vice President Alex Alexander opened the meeting at 2:30 p.m. and then led the Pledge of allegiance.

B. ATTENDANCE

Present: Vice President Alex Alexander; Secretary Mary Ann Brandt; Directors Don Hatten, Bruce Stanton, and Ward Thompson; Treasurer Chris Smallman; Administrative Assistant Chris Olivas; and Recording Secretary Charlotte Orren.

Absent: President Terry Thies, **Director Tom Watson**, and General Manager Edward Simpkins.

C. AGENDA

Director Thompson made the motion, with a second by Director Stanton.

MOTION: That the Board approves the agenda, as presented.

The motion was unanimously carried.

D. APPROVAL OF MINUTES

Director Brandt made the motion, with a second by Director Thompson.

MOTION: That the Board approves the minutes of the Board of Directors' meeting held on April 26, 2011.

The motion was unanimously carried.

E. CORRESPONDENCE

Director Alexander said a letter from Glenn Orren was received stating that the AARP Tax Aid program had completed 145 tax returns and collected \$895 in a tip jar. This money was donated to the Recreation Committee for community projects.

F. REPORTS

1. Treasurer's Report

Treasurer Chris Smallman discussed his report, Attachment A.

2. Secretary's Report

Secretary Brandt reported that there were three executive sessions; April 29, May 4 and May 17 regarding evaluations, the contract for the General Manager, and negotiations with the Wildwood Ridge subdivision.

3. President's Report – None

4. Management Report – Attachment B

5. Committee Reports – Attachment C

6. Ad Hoc Committees

Bob Pleski reported for the Ad Hoc Energy Committee that the duct testing project has been completed, with 700 homes tested. He encouraged members to complete the energy survey.

7. Board Liaison Report

Judy Scott, County Liaison to the County Emergency Services, said that I-80 will be shut down from Nyack to Kingvale from May to October. There will be emergency training exercises in Nevada County. Lake Wildwood falls within an inundation zone with possible flooding from Scotts Flat Lake. Some insurance companies will not write any new home insurance policies in LWW because of fire risk. This will affect home sales and mortgages.

G. CONSENT CALENDAR

1. The Board will be asked to approve appointments to fill various committee vacancies. (1105-01, Thies)

The following members were recommended:

Vicki Maddox – Finance/Audit Committee
Daryl Maddox – Ad Hoc Energy Committee

2. This is a reminder regarding the Election Committee's plans for a "Meet the Candidates Night," which will be held on Monday, June 6, 2011 at 7:00 p.m. in the Cedar Room, so the membership has an opportunity to meet those members who are running for the Board of Directors. (1104-03, Election Committee/Thies)
3. The Board will be asked to grant final approval to proposed changes to Finance Rule R-4.20.70 regarding rules for procurement of goods and services. A final notice regarding

these changes will be published in *The Wildwood Independent*. (1103-13, Finance-Audit Committee/Whiteaker/Simpkins)

Director Alexander made the motion, with a second by Director Brandt.

MOTION: That the Board accepts the Consent Calendar as presented.

The motion was unanimously carried.

H. OLD BUSINESS – None

I. DISCUSSION – None

J. NEW BUSINESS

1. The Board will be asked to accept the generous donation of \$1,000 from All Phase Heating & Air Conditioning to be applied towards the costs of our annual meeting festivities on July 23, 2011. (1105-02, Simpkins)

Director Alexander made the motion, with a second by Director Thompson.

MOTION: That the Board of Directors thanks All Phase Heating & Air Conditioning for their generous donation of \$1,000, which will be applied towards the cost of the July 23, 2011 Annual Meeting festivities.

The motion was unanimously carried.

2. The Board will be asked to acknowledge the generous donation of \$330 from the LWW Women's Club to be applied towards the purchase of patio umbrella lights for the Clubhouse deck. (1105-09, LWW Women's Club/Simpkins)

Director Alexander made the motion, with a second by Director Brandt.

MOTION: That the Board of Directors thanks the LWW Women's Club and acknowledges their generous donation of \$330 to be applied towards the purchase of lighting fixtures for the patio umbrellas located on the Clubhouse deck.

The motion was unanimously carried.

3. The Board will be asked to approve the Project Approval Document (PAD) to replace the asphalt cart path on #12 and to make other cart path improvements; approve budgeted FY 2010/11 Replacement funds not to exceed \$35,900 for these improvements; and to authorize the General Manager to obtain bids and to let a contract for this project to begin on or about June 2011. (1105-03, Golf Committee/Alexander/Simpkins)

Director Alexander made the motion, with a second by Director Stanton.

MOTION: That the Board authorize FY 2010/11 Replacement Reserve Funds not to exceed \$35,900 to replace the 6' wide asphalt path on #12 with a 10' concrete path; expand the existing concrete cart path width to 8'; create three turnouts (passing areas) and reroute the cart path to provide access to the new forward tees and access to the pump facility as noted in the Project Approval Document dated April 11, 2011. Further the Board authorizes the General Manager to obtain three bids for this project and to let a contract with the work to commence in June 2011. The Board's decision that the added expenses for these improvements are justified by "an exception in Rule R-4.10.31."

Finance/Audit Chair Glenn Orren said that the expenditures for the first three items are fine, but the fourth item, the lateral to the 4th tee does not meet the criteria for Replacement Reserves. The expenditure should be \$30,900 for the first three items and \$5,000 from Community Improvement for the cart path extension to the forward tees and pump station. Board Members agreed that the last sentence should be removed.

Director Alexander made the motion to modify the motion, with a second by Director Brandt.

MOTION: That the Board authorize FY 2010/11 Replacement Reserve Funds not to exceed \$30,900 to replace the 6' wide asphalt path on #12 with a 10' concrete path; expand the existing concrete cart path width to 8'; and create three turnouts (passing areas). Also to allocate \$5,000 from the 2011/12 Community Improvement funds to reroute the cart path to provide access to the new forward tees and access to the pump facility as noted in the Project Approval Document dated April 11, 2011. Further, the Board authorizes the General Manager to obtain three bids for this project and to let a contract with the work to commence in June 2011.

The modified motion was unanimously carried.

4. The Board will be asked to approve FY 2011/12 Operational Funds not to exceed \$12,000 to clear the Association's greenbelts, road shoulders, and areas of the golf course of weed ladder fuels as well as clear individual members' lots that are not in compliance with our Weed Abatement Program. (1105-04, EMO/Brandt/D. Watson/Simpkins)

Director Brandt made the motion, with a second by Director Hatten.

MOTION: That the Board approve FY 2011/12 Operational Funds not to exceed \$12,000 and authorize the General Manager to let a contact with Western Land Renovators for this year's annual weed abatement program.

The motion was unanimously carried.

5. The Board will be asked to approve FY 2010/11 Replacement Reserve funds not to exceed \$24,000 to replace the carpeting in the halls, stairway, Cedar Room, lounge and office. (1105-05, Beever/Simpkins)

Director Alexander made the motion, with a second by Director Stanton.

MOTION: That the Board approves FY 2010/11 Replacement Reserve funds not to exceed \$24,000 for the purchase and installation of new carpeting in the Clubhouse (halls and stairway, Cedar Room, Pine Room, Lounge, and Office). Further, the Board authorizes the General Manager to let a contract with Premier Floor Coverings for this project.

Director Thompson wanted to be sure that the floor covering was suitable for dancing, since dancing spills over to the carpeted area on large events. Mike Beever said that the flooring was suitable.

The motion was unanimously carried.

6. The Board will be asked to approve budgeted FY 2009/10 Replacement Reserve funds not to exceed \$2,000 and unbudgeted FY 2010/11 Replacement Reserve funds not to exceed \$1,400 to replace the window shades in the Pine Room extension and the lounge area. (1105-06, Beever/Simpkins)

Director Alexander made the motion, with a second by Director Hatten.

MOTION: That the Board approves budgeted FY 2009/10 Replacement Reserve funds not to exceed \$2,000 and unbudgeted FY 2010/11 Replacement Reserve funds not to exceed \$1,400 for the purchase and installation of new window shades (Hunter/Douglas) in the Pine Room and Lounge area of the Clubhouse. Further, the Board authorizes the General Manager to let a contract with the lowest bidder for this project.

The motion was unanimously carried.

7. The Board will be asked to approve budgeted FY 2009/10 Replacement Reserve funds not to exceed \$1,500 and unbudgeted FY 2010/11 Replacement Reserve funds not to exceed \$700 to replace the vinyl floor on the back stairway of the kitchen in the Clubhouse. (1105-10, Beever/Simpkins)

Director Alexander made the motion, with a second by Director Brandt.

MOTION: That the Board approves budgeted FY 2009/10 Replacement Reserve funds not to exceed \$1,500 and unbudgeted FY 2010/11 Replacement

Reserve funds not to exceed \$700 for the purchase and installation of new vinyl flooring on the back stairway from the kitchen area in the Clubhouse. Further, the Board authorizes the General Manager to let a contract with Young's Carpet One for this project.

The motion was unanimously carried.

8. The Board will be asked to approve FY 2011/12 Special Assessment funds not to exceed \$30,000 to hire an architect to provide construction documents and contract administration for Phase III of the pool renovation project. Further, the Board will be asked to authorize the General Manager to select the architect with the best price for this project. (1012-07, Thies)

Director Alexander made the motion, with a second by Director Brandt.

MOTION: That the Board approves FY 2011/12 Special Assessment funds not to exceed \$30,000 to hire an architect to provide construction documents and contract administration for Phase III of the pool renovation project. Further, the Board authorizes the General Manager to let a contract with an architect for the best price available for the project.

Bob Pleski explained that an important part of the project is evaluating the feasibility of installing a heat pump system. The purpose of the equipment would be to take heat from the lake and transfer this heat to the swimming pool water to extend the swimming season. The project is being coordinated with Darryl Maddox of the Ad Hoc Energy Committee and Gary Eckhart.

Director Hatten advised the group to write a Project Approval Document, firm up the costs and contingencies, and also to get three bids.

The motion was unanimously carried.

9. The Board will be asked to approve the Association's insurance providers, the amount of insurance, the type of coverage for fiscal year 2011/12, and the dollars to pay for these policies. Insurance policies include property, general liability, automobile, crime, inland marine, umbrella, excess crime, and Directors & Officers. (1105-08, Simpkins/Olivas)

Director Alexander made the motion, with a second by Director Thompson.

MOTION: That the Board of Directors approves renewing the lowest priced comprehensive package policy with the same/or better coverage through a carrier TBD once the bids are received, in an amount not to exceed \$176,040. Should the final quote for the comprehensive package policy exceed \$176,040,

and time permits for the Board to meet and approve additional funds, such a meeting will be requested.

The motion as unanimously carried.

K. PUBLIC COMMENT – None

L. ADJOURNMENT

Director Brandt made the motion, with a second by Director Thompson.

MOTION: That the Board adjourn the meeting.

The motion was unanimously carried.

The meeting adjourned at 4:30 p.m. The next regular Board Meeting will be held on Tuesday, June 28, 2011, at 7:00 p.m. in the Cedar Room.

Respectfully submitted,
Charlotte Orren, Recording Secretary