LAKE WILDWOOD ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS' MEETING
January 26, 2010

A. CALL TO ORDER

President Pryor called the meeting to order at 2:30 p.m. and then led the Pledge of Allegiance.

B. ROLL CALL

President Linda Pryor; Vice President Terry Thies; Secretary Mary Ann Brandt; Directors Alex Alexander**,** Bud Springer, Ward Thompson, and Tom Watson; Administrative Assistant Chris Olivas; and Recording Secretary Charlotte Orren.

Absent: Treasurer Chris Smallman

C. AGENDA APPROVAL

(The agenda for the Board's Monthly Board Meeting on January 26, 2010 was distributed to the Members prior to the Board Meeting in accordance with the Davis-Stirling Act.)

Director Thies suggested that the Board pull item J.5, golf carry over, which he said should be covered in the budget process.

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

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

The motion was unanimously carried.

D. APPROVAL OF MINUTES

The Board will be asked to approve the minutes from the Board of Directors' Meeting held on December 15, 2009 and the Executive Session held on December 15, 2009 to address contracts and personnel issues.

Director Springer made the motion, with a second by Director Thies.

MOTION: That the Board approves the minutes from the Board of Directors' Meeting held on December 15, 2009 and the Executive Session held on December 15, 2009 to address contracts and personnel issues.

The motion was unanimously carried.

E. CORRESPONDENCE – None

F. REPORTS

1. Treasurer's Report – Treasurer Smallman had forwarded his report, Attachment A, reporting that the Association has exceeded budgeted revenues over expenses by $194,000 as of December 31, 2009.

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

   MOTION: That the Board approves the Treasurer's Report as presented.

   The motion was unanimously carried.

2. Secretary's Report – None

3. President's Report – Linda Pryor welcomed Director Thies back to his seat on the Board of Directors. The Penn Valley Chamber of Commerce Town Hall Meeting was well received. Most of the Board Members were present, as well as Supervisor Hank Weston, Fire Chief Vander Plaats, the Superintendent of Schools, and a representative of the Sheriff's Department.

4. Management Report – General Manager Simpkins gave his report, Attachment B, and focused primarily on the remote deposit capture hardware and software installation, the installation of 2,000 feet of sod on the forward tee, hole #3, and the Fuels Reduction clearing on some greenbelt/hiking trails. Collection efforts reduced the number of delinquent accounts from 170 to 81.

5. Committee Reports – See Attachment C.

6. Ad Hoc Committee Reports

   Don Streseman, Chair of the Ad Hoc Communications Committee, said that a TV in the Community Center lobby would be desirable. Members could view Board reports. Members are still getting accustomed to the *Bits and Pieces* schedule of every other week. We could possibly publish a one page *Bits* every week.

7. Board Liaison Reports

   Judith Scott, Board Liaison to the County Emergency Services, said that texting while driving applies only to those under age 18. New legislation is proposed for AEDs. The new non-emergency number 211 is slated to become available on November 11, 2010. The H1N1 vaccine is still available.

G. CONSENT CALENDAR

1. The Board will be asked to approve appointments to fill various committee vacancies. (1001-01, Pryor)

   The following appointments were recommended:

   Community Relations: Jerry Biagini, Betty Feld, Alfred (Bud Nelson), and Marjorie Tarter
   Election: Bernice Cole, Louise "Kitty" Healey, Alexis Tjoa
   Environmental Management: Daniel Deese, Ben Furtado, Richard Kremer, Mike Lesnewsky
   Golf: Nancy Fuller-Wilson (Ladies 18-Hole Rep.), Gerry Galvin, Ginny Kirkley (Ladies 9-Hole Rep), M.L. Bill Jakeman (Men's 9-Hole Rep), Steve Micheli (Men's 18-Hole Rep), Delton Price, and Gary Turzak.
   Lake: Jim Gratteau and Ali McKeon
   Planning: Fernando dela Torre, Diane Marten, Bruce Stanton
   Public Safety: Raynal Hammelton, Buzz Hoever, Judith Ann Scott
   Public Works: George Case, Don Pryor
   Recreation: Jeannie Church, Patt Frank, Karen Grimshaw, Charlotte Orren, Joe Teborek.
   Social: Rick Kahil, Barbara Mertzlufft, Jaylene Prychun
   Tennis: Kathleen Elmore, Peter Fraczek, Allan Imamoto
   T.V. Advisory: Jack Broomfield, Carle Bumpus, Jan Pack.
   Ad Hoc Energy Committee: Penn Martin, Shirl Mendonca, Jim Quintal, Darryl Maddox (Associate).

2. The Board will remind the Membership about a program whereby Lake Wildwood members who are trained tax preparation volunteers assist community residents, who have relatively simple tax returns, with their Federal and State taxes. (0910-04, Orren/Simpkins)

3. The Board will be asked to grant final approval to change Finance Rule R-4.10.55 which will update the rules regarding Amenity Cost Center Accounts. The final notice will be published in *The Wildwood Independent*. (0912-05, Finance & Audit Committee/Watson/Simpkins)

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

   MOTION: That the Board accepts the Consent Calendar.

   The motion was unanimously carried.

H. OLD BUSINESS

The Board will be asked to approve a policy regarding fundraising events by charities and other non-profit organizations. This involves charitable donations, participation in charity events, and the use of common facilities by organizations both within and outside of Lake Wildwood. (0909-05, Community Relations Committee/Thompson/Simpkins)

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

> MOTION: That the Board approves the addition of Policy 7.20 to the Golf & Maintenance rules regarding charitable donations, participation in charitable events and the use of common facilities by organizations both within and outside of Lake Wildwood. These proposed changes will be published in *The Wildwood Independent* and will come back before the Board at a future meeting for final approval. Further, the Board directs staff to incorporate a reference to this policy addition in the other areas of the rules where charity events might be held such as in the parks, lake, Community Center, and Cedar Room, or other common areas. These proposed changes will be published in the Association's newspaper that is distributed to all Members. No less than 30 days after the proposed changes are published in *The Wildwood Independent*, the General Manager should place this item on the Board's agenda for approval.

The motion was unanimously carried.

I. DISCUSSION

1. The Hospitality Services Committee (HSC) will present recommendations to the Board regarding management operations of the Clubhouse. The Committee will discuss options of either hiring a Food & Beverage Manager or leasing the facilities to a contractor. (1001-02, Hospitality Services Committee/Springer)

   Joe Mortara of the HSC said the committee's goal is to eliminate the subsidy, break even, and provide better service. They discussed two options: hiring a Food and Beverage Manager or turning the operation over to a private company. Communication with the membership is imperative.

   Ray Gutendorf, Lot #2236, said that there are three managers in the restaurant and no one can make decisions. We could open up the restaurant to outsiders, but that would pose a security problem.

   Marty Domagala, Lot #1334, said that we should do a search for a Food and Beverage Manager.

   Board Members decided to investigate both options and to hold Town Hall meetings to get input from the members.

2. The Board will be asked to approve the reconstruction of the golf green complex on hole #3 and the renovation of holes #2, #8, and #9. (0912-11, Golf Greens Complex Advisory Group/Simpkins)

   Gary Turzak of the Golf Committee reported the findings of the Golf Green Complex Committee about reconstruction of four golf green complexes. Bids for the project ran from $82,500 to $119,000. Two bids were preferred, one from D.H.R. Construction and one from Knott and Lynn Golf Design. D.H.R. was chosen because of its past performance as operating under budget and under the time estimate.

   Don Hatten said that $78,000 would be added to the Replacement Reserve Schedule for 2010/11. It was decided to place this item on the agenda for February.

3. The Board is being asked to approve the establishment of a club to promote fitness in Lake Wildwood. The Board will discuss the number of recent requests to form clubs within Lake Wildwood. (1001-08, Pack/Springer)

   Mike Doscher discussed the proposal, which included criteria and justification and an initial roster of 37 members. Approximately 300 members would be a part of this self-supporting amenity. It was recommended that this item be placed on the agenda for the February meeting.

J. NEW BUSINESS

1. The Board will be asked to approve proposed changes to Recreation Policy 9.25 which will update the rules to include the inspection of all boats (including kayaks and canoes) and prohibit potentially infected boats from entering Lake Wildwood. These proposed changes would be published in *The Wildwood Independent* and will come back before the Board at a future Board Meeting for final approval. (1001-03, Lake Committee/Thies/Springer)

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

   MOTION: That the Board approves the proposed changes to Recreation Policy 9.25 regarding the Lake Policy for the Protection Against Quagga and Zebra Mussel Infestation. These changes would require Security to inspect all boats (including kayaks and canoes) for possible infestation and to deny entry into Lake Wildwood if mussel infestation is apparent. These proposed changes will be published in the Association's newspaper that is distributed to all members. No less than 30 days after the proposed changes are published in *The Wildwood Independent*, the General Manager should place this item on the Board's agenda for approval.

   The motion was unanimously carried.

2. The Board will be asked to approve five (5) Project Approval Documents for the following proposed community improvements: 1) Expand the existing concrete slab at the Commodore Park Pavilion; 2) Construct an outdoor cooking facility at the Community Center; 3) Install a loop pathway from the upper parking lot to the lower level at the Community Center; 4) Install lighting in the parking lot area and access road between the LWW Maintenance Building and the Community Center; and 5) Expand the concrete slab at Hideaway Park. (1001-04, Planning Committee/Public Works/Board Liaisons/Orren/Simpkins)

Board Members voted on each item separately.

Director Tom Watson made the motion, with a second by Director Thompson.

> MOTION: That the Board approves the installation of lighting in the parking lot area and access road between the LWW Maintenance Building and the Community Center.

The motion was unanimously carried.

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

> MOTION: That the Board approves the installation of a loop pathway from the upper parking lot to the lower level at the Community Center.

The motion was unanimously carried.

Director Tom Watson made the motion, with a second by Director Thompson.

> MOTION: That the board approves of the construction of an outdoor cooking facility at the Community Center.

Karen Valentine Lot #1892, had concerns about whether the barbecue would be used properly and whether someone would be in charge. Glenn Orren replied that the Recreation Department would have the key for the barbecue and would provide supervision. The barbecue would have a cover and automatic shut off.

The motion was unanimously carried.

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

> MOTION: That the Board approves of the expansion of the existing concrete slab at the Commodore Park Pavilion.

Director Thompson requested that his statement, as follows, be included in the minutes:

I support the plans put forth by Mike Doscher, but with regard to the expansion of the pavilions, I want to be sure that this investment will be fully used by our residents.

The General Manager and I are in agreement that LWA should work through staff to reduce the amount of goose droppings in common areas, especially those where we are investing resources to encourage use, as we know from surveys and resident comments, that many people are reluctant to use the amenities under these conditions. Currently, areas around the pavilions are frequently fouled because the geese are not being chased away. I would hope that expansion of the pavilions will be accompanied by more aggressive goose control by the LWA staff working in these areas as well as through the use of the goose control dog by staff working as handlers.

There were discussions about the need for shade structures over the expanded concrete areas. Some members recommended that one pavilion at a time be completed to include a shade structure.

Rick Vallejo, Lot #2132, complained about the removal of the short basketball hoops at Meadow Park. He also complained about the use of the Meadow Park asphalt area for Pickle Ball.

The motion was unanimously carried.

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

MOTION: That the Board approves of the expansion of the concrete slab at Hideaway Park.

The motion was unanimously carried.

3. The Board will be asked to approve changes to Personnel Rule R-3.10.40 concerning paid holidays and vacation benefits. These proposed changes would be published in *The Wildwood Independent* and will come back before the Board at a future Board meeting for final approval. (1001-05, Whiteaker/Simpkins/Olivas)

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

MOTION: That the Board approves the attached changes to Personnel Rule R-3.10.40, Provisions 4 and 5 which updates our rules governing employee holiday pay and vacation benefits. Further, this proposed rule change would be published in the Association's newspaper that is distributed to all Members. No less than 30 days after the proposed rule change is published in *The Wildwood Independent*, the General Manager should place this item on the Board's agenda for final approval.

The motion was unanimously carried.

4. The Board will be asked to approve FY 2009/10 Replacement Reserve Funds not to exceed $25,000, to purchase a replacement tractor for golf course maintenance. (1001-06, Wolford/Simpkins)

Director Thies made the motion, with a second by President Pryor.

> MOTION: That the Board approves FY 2009/10 Replacement Reserve Funds not to exceed $25,000 to purchase a New Holland tractor, Model T1530, and to place this asset on the Replacement Reserve Schedule.

The motion was unanimously carried.

5. The Board will be asked to approve the purchase of a 32" TV to be wall-mounted in the lobby area of the Community Center. Funds for this project TBD. (1001-09, Thompson)

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

> MOTION: That the Board task the Recreation Committee and the Ad Hoc Communications Committee to ask the various Committees/Clubs for monetary donations not to exceed $700 to purchase a 32" TV for the lobby of the Community Center. If the donations are not forthcoming, then the Board will ask the General Manager to allocate $700 in the FY 2010/11 Recreation budget and authorize the General Manager to make the purchase.

Jack Valentine, Lot #1892, said that most people who come to the Community Center are there for a meeting or activity and would not be watching TV. Ward and Diana Thompson said that the TV would come in handy during major emergencies when members could get up-to-date information.

Director Thompson withdrew the first motion and restated the motion, with a second by Director Brandt.

> MOTION: That the Board tasks the Recreation Committee and the Ad Hoc Communications Commitee to seek monetary donations not to exceed $700 for a 32" TV and wall mounting hardware to be installed in the lobby of the Community Center. Once these donations are received, the Board tasks the General Manager to purchase the 32" TV at a cost NTE $700.

The motion was unanimously carried

K. PUBLIC COMMENT

Bruce Stanton, Lot #1686, suggested that the Board reconsider its ruling on the Roots and Wings Golf tournament and allow the schools to participate, since they have had large budget cuts.

Mike Doscher, Lot #2756, said that the Board needs to use caution and not guarantee charity events to any one group.

L. ADJOURNMENT

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

MOTION: That the Board adjourn the meeting.

The motion was unanimously carried. The meeting was adjourned at 6:05 p.m.

Respectfully submitted,

Charlotte Orren
Recording Secretary