

**LAKE WILDWOOD ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS' MEETING
OCTOBER 27, 2009**

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; Secretary Mary Ann Brandt; Directors Alex Alexander, Bud Springer, Ward Thompson, and Tom Watson; Treasurer Chris Smallman, Administrative Assistant Chris Olivas; and Recording Secretary Charlotte Orren.

Absent: Director Terry Thies and General Manager/COO Edward Simpkins.

C. AGENDA APPROVAL

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

MOTION: That the Board approves the agenda as presented.

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 September 22, 2009 and the Executive Session held on September 22, 2009 to address personnel issues.

Director Brandt recommended a change in the minutes of the Board of Directors meeting of September 22, 2009, under Social Committee Report, that the dates for the Holiday dances be changed to December 4 and 5.

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

MOTION: That the minutes of the Board of Directors Meeting of September 22, 2009 be approved, as amended, and the minutes of the Executive Session held on September 22, 2009 be approved.

The motion was unanimously carried.

E. CORRESPONDENCE – None

F. REPORTS

1. Treasurer's Report – Chris Smallman reviewed his report, Attachment A, for September 2009, noting that year-to-date revenue was under budget by \$33,000; Operating Departments were favorable to budget by \$139,000; and Total Association was favorable to budget by \$169,000.
2. Management Report – General Manager Simpkins was absent, but submitted his report, Attachment B.
3. Secretary's Report – None
4. President's Report – None
5. Committee Reports – Attachment C
6. Ad Hoc Committee Reports – None
7. Board Liaison Report

Judith Scott, Nevada County Emergency Affairs Representative, said that the evacuation seminar scheduled for November 5, 2009 has been postponed until the springtime. Based on throat cultures in area medical centers, the number of those testing positive for swine flu has been increasing each week. She said that the term "Reverse 911" should not be used loosely, as it is the patented service of CityWatch.

G. CONSENT CALENDAR

1. The Board will be asked to approve appointments to fill various committee vacancies. (0910-01, Pryor)

No applications were received.

2. The Board will be asked to accept a generous donation of \$500 from the Lake Wildwood Singles Club towards the purchase of an additional Automated External Defibrillator (AED) for the second security vehicle. (0910-03, LWW Singles Club/Public Safety Committee/Alexander)
3. The Board will be asked to enthusiastically endorse and approve a program whereby Lake Wildwood residents who are trained tax preparation volunteers assist community residents, who have relatively simple tax returns, with their State and Federal taxes. This community service will be without charge for association facilities. (0910-04, Simpkins/Orrren)
4. The Board will be asked to enthusiastically endorse and approve another altruistic program whereby residents of Lake Wildwood can support the LWW Motorcycle

Club's Food & Toy Run Collection Program within Lake Wildwood. (0910-05, Simpkins/Motorcycle Club)

5. This item is being placed on the agenda to remind our residents of the Haunted House at the Community Center on Thursday, October 29th and Friday, October 30th from 7:00 p.m. to 9:00 p.m. and Trick or Treat activities that are planned to occur on Lake Forest Drive between 6:00 p.m. and 8:00 p.m. on Saturday, October 31st. (0909-10, Biswell/Springer/Recreation Committee/Simpkins)
6. The Board will be asked to approve a new holiday tradition of lighting the pine tree in front of the Community Center and serving hot chocolate and cookies in the Oak Room. This will be held on the last Saturday of November from 7:00 p.m. to 9:00 p.m. and is sponsored by the Community Relations Committee (CRC). The CRC will also ask the community for donations via the *Bits & Pieces* and *The Wildwood Independent*.

Director Springer moved to amend the motion, with a second by Director Brandt.

MOTION: That the last sentence in Item 6 regarding donations be deleted because there may be other sources for the donations.

The motion was unanimously carried.

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

MOTION: That the Board approves the Consent Calendar, as amended.

The motion was unanimously carried.

H. OLD BUSINESS

The Board will be asked to approve a proposed change to Finance Rule R-4.20.90 which will update the rule regarding donations to the Association. These proposed changes will be published in *The Wildwood Independent* and will come back before the Board at a future meeting for final approval. (0909-07, Community Relations Committee/Watson/Simpkins)

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

MOTION: That the Board approves the proposed changes to Finance Rule R-4.20.90 which will update the rule regarding donations to the Association, 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 rule change is 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

The Board will discuss the report and recommendations provided by the Ad Hoc Cost Recovery/Fee Strategy Committee regarding a policy and methodology for setting user fees for LWA's many amenities. (0910-06, Ad Hoc Cost Recovery/Fee Strategy Committee/Alexander/Simpkins)

Tom Cross of the Ad Hoc Fees Committee made the following recommendations to the Board regarding their Recommended User Fees Policy and Methodology:

Approve the recommended "Self Supporting" Rule upgrade so that the Criteria can be codified in the Finance Rules.

Request that the GM and Department Heads, with input from the Amenity Users, apply the new Rule to all Amenities and Recreational Activities and look for ways to have them be self-supporting.

Form a Standing Committee for the Pool Users.

Request that the GM and each Standing Committee implement the Recommended Methodology for each Amenity and Recreational Activity.

The Ad Hoc Committee would like input from all committees and has scheduled a workshop for this purpose for Tuesday, November 10 from 10:00 a.m. until 12:00 p.m.

Director Brandt thanked Tom Cross for all of his efforts.

J. NEW BUSINESS

1. Traditionally, the Board asks Members to support a Holiday Fund for the Association's employees and independent contractors. The President of the Board will again solicit Board, Member, and Resident support for this program. (0910-07, Pryor/Community Relations Committee/Thompson)

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

MOTION: The Board thanks the Community Relations Committee for its outstanding efforts at collecting dollars for our employees through the Holiday Gift Fund and heartily endorses the establishment of the Employee Holiday Fund for 2009. Further, the Board thanks our Treasurer, Chris Smallman, for volunteering to receive and distribute these funds. Contributions may be placed in the Employee Holiday Fund box in the Administration Office or mailed to Chris Smallman at 12222 Lake Wildwood Drive, Penn Valley, CA.

The motion was unanimously carried.

2. The Board will be asked to approve funds to replace two AED's; one in Security and the other in Recreation with the latest Zoll type models which are the same models that were purchased for the Community Center. The Board will be asked to accelerate Replacement Reserve Funds not to exceed \$3,500 for this purchase. (0910-08, Public Safety Committee/Alexander)

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

MOTION: That the Board approves the purchase of two Zoll Automated External Defibrillators (AED's) to replace two existing units; one in Security and the other in Recreation. Further, the Board approves accelerating Security's FY 2010/11 and Recreation's FY 2012/13 Replacement Reserve Funds in an amount not to exceed \$1,600 each for these units.

Board Members discussed additional funds for the AED's, plus the cost of training equipment and whether the old equipment should be donated to an organization.

Director Thompson moved to amend the motion, with a second by Director Brandt.

MOTION: That the Board approves the purchase of two Zoll Automated External Defibrillators (AED's) to replace two existing units; one in Security and the other in Recreation. Further, the Board approves accelerating Security's FY 2010/11 and Recreation's FY 2012/13 Replacement Reserve Funds in an amount not to exceed \$4,500 for both units and the training equipment.

The move to amend the motion was unanimously approved.

3. The Board will be asked to approve additional funds for this year's road program which includes unbudgeted FY 2009/10 Replacement Reserve Funds not to exceed \$18,640 and FY 2009/10 Community Improvement Funds not to exceed \$9,235. (0910-09, Dan Watson/Simpkins)

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

MOTION: That the Board approves additional funds for this year's road program which includes unbudgeted FY 2009/10 Replacement Reserve Funds not to exceed \$18,640 and FY 2009/10 Community Improvement Funds not to exceed \$9,235.

The motion was unanimously carried.

4. The Board will be asked to approve the establishment of an Ad Hoc Communications Committee for the purpose of enhancing and developing improved communication tools and practices with our members. (0910-10, Alexander/Simpkins)

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

MOTION: That the Board approves the Charter for the establishment of an Ad Hoc Communications Committee in accordance with Rule R-2.10.30, Provision 2F and this Ad Hoc Committee will be chaired by Don Streseman.

Director Thompson said that in the matter of communications, we don't refer to events as "poorly attended" as the attendance at one event is not a measure of community involvement.

The motion was unanimously carried.

5. The Planning Committee will discuss their swimming pool study and objectives and expected results. The Board will also be asked to approve funds to conduct this study. (0910-12, Planning Committee/Alexander/Pryor)

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

MOTION: That the Board approves the Planning Committee's proposal to proceed with the study as presented during the October Board Meeting. Further the Board authorizes FY 2009/10 TBD funds for this project.

Bill Neff reviewed the Planning Committee's proposal for improvements such as an HVAC system and solar water heating system which could extend the swim season. It would include improvements to the external building, new fencing, screens for equipment, shade structures, and improvements to the bathrooms, including ADA enhancements, all of which could cost about \$250,000 to \$275,000.

Board Members suggested that an interest survey be taken and that we schedule a Town Hall Meeting.

Director Alexander moved to amend the motion, with a second by Director Thompson.

MOTION: That the Board tasks the Planning Committee to initiate a preliminary study, to be completed by February 2010 for improvement of the swim complex at a cost not to exceed \$12,000 with funds coming from the Capital Planning Fund or the Pool Complex Improvement Fund.

The motion was unanimously carried.

K. PUBLIC COMMENT

Gerry Crosby, Lot #1960, encouraged members to attend the PickleBall events. Fifty people are already enjoying the sport.

Jack Valentine, Lot #1892, questioned our readiness for a fire emergency, asking whether there is a fire break around the community. Diana Thompson responded that the area just outside the

complex is private property and we cannot encroach upon it. Board Members suggested that this topic be placed on the November Agenda.

L. ADJOURNMENT

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

MOTION: That the Board adjourn the meeting.

The meeting was adjourned at 6:00 P.M.

Respectfully submitted,

Charlotte Orren
Recording Secretary