

OAKMONT

IN THE VALLEY OF THE MOON

Oakmont Village Association (OVA)
Board of Directors Business Meeting Minutes
January 19, 2016 – 1:00 PM – Central (Berger) Auditorium
6633 Oakmont Dr, Santa Rosa CA 95409

1. Roll Call – Establishment of a Quorum – Call To Order

President **Frank Batchelor** called the meeting to order at 1:01 PM, noting a quorum of seven Board members were present: President **Frank Batchelor**, Vice-President **Andrea Altman**, Treasurer **Elke Strunka**, Secretary **John Felton**, and Directors **Bob Giddings**, **Alan Scott** and **Herm Hermann**. Also present were Association Manager **Cassie Turner**, Executive Administrative Assistant (EEA) **Cathy Dougherty** and approximately 53 residents.

2. Adopt Meeting Agenda & Announcements - President **Batchelor** asked Secretary **Felton** to be Time Keeper and EAA **Dougherty** to be Task Master. President **Batchelor** announced OVA hired a videographer who is videotaping the meeting. The video will be posted on OVA's website. President **Batchelor** called for a motion to adopt the meeting Agenda.

On motion duly made and seconded (Felton/Altman) the Board voted unanimously to adopt the meeting Agenda.

3. OVA Members' Open Forum – The Board heard comments the following residents: **K Patterson**, **K Oswald**, **T Bonomi**, **P Olive** about the Code of Conduct and Employee Abuse Policies; **M Bowers** asked about defibrillators. President **Batchelor** responded OVA members cannot be insured for supplying medical assistance. **B Molinari** stated a real estate professional should negotiate OVA's Office Lease.

4. Announcements, Executive Meeting Summaries - Batchelor/Felton

A. President **Batchelor** asked Director **Giddings** to report on the status of the Ad Hoc Berger Improvement Committee. Director **Giddings** described the three proposals from the Committee. He added that in Executive Session today the Board approved the next step to authorize Manager **Turner** to work with architectural contractor **Archilogix** to obtain three structural engineering proposals, for an amount NTE \$12.5k, of a structural engineering study and cost model update of the Berger Auditorium. Director **Giddings** emphasized that no decision has been made whether to knock down or use existing structure(s). OVA needs a structural engineer's review and study to determine what can or cannot be done.

B. Executive Meeting Minute Summaries – 2015-12-15– Secretary **Felton** summarized Executive Session minutes saying all Board members were present except himself and that legal issues and contracts were discussed.

5. Consent Calendar

A. Ratify November 2015 Board Minutes:

- 1) 2015-11-17 Reconvened Business Meeting Minutes 2015-12-11

OAKMONT VILLAGE ASSOCIATION

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5. Consent Calendar

A. Ratify November 2015 Board Minutes: (Continued)

- 2) Special Business Meeting Minutes – 2015-11-24
- 3) Business Meeting Minutes – 2015-12-15
- 4) Executive Meeting Minutes – 2015-12-15

B. Accept Committee Minutes: Communications (CC) 2015-12-14; Communications (CC) 2016-01-11; Finance (FC) 2015-12-17 & 2015 01-14; Landscape Improvement (LIC) 2016-01-05; OCDC 2015-12-10; OEPC 2015-12-03.

C. Approve Recognition Requests

- 1) Tension & Trauma Release Exercise (TRE) Class-Angela Merola-100% Oakmonters

On motion duly made and seconded (Altman/Scott) the Board voted unanimously to accept the Consent Calendar.

6. Treasurer's Report – Strunka - 2015-12-31- OVA Financial Summary & 2015-12-31 Reserve Expenditures.

Director **Giddings** questioned Finance Committee Investment policies as stated in their January 14, 2016 Minutes. The topic will be included on Board's February 16, Business Meeting Agenda.

On motion duly made and seconded (Hermann/Altman) the Board voted unanimously to approve the Treasurer's reports.

7. 2016 JAN – AM Turner Manager's Report – (A copy is in today's handout)

AM Turner requested resident **Molinari** meet with her to review the figures she quoted regarding OVA Office lease. She stated OVA attorney **Manwell** reviewed and approved OVA Office lease agreement. The OVA Employee Abuse Policy was written resident and former Board Secretary **H Helm** along with other members of the Ad Hoc Abuse Committee. President **Batchelor** described the history of the negotiations to lease the Benson bldg, including the City required ADA amendments. OVA attorney **Manwell** included terms in the lease agreement which permitted OVA to get out of the lease for ADA non-compliance by Lessor. AM Turner announced the replacement fencing around disposal bin storage outside the Berger will be wood not chain link.

8. Additional Reports (Beyond What Appears In Committee Meeting Minutes)

A. OCDC – Chair Sue Millar reported updates on Elnoka and Sonoma Bike Trail. She summarized the changes in the Committee's updated Charter.

B. C.A.R.E. Update – Julie Jones requested the Board dissolve the Ad Hoc Oakmont Senior Service Center Committee with thanks to her fellow members **S Dibble, V Jackanich** and **T Novoa**. Julie also thanked all members of the Ad Hoc Steering Committee. C.A.R.E. is looking for space in Oakmont of between 1-1.5k sf. There are currently about 100 email followers.

On motion duly made and seconded (Scott/Altman) the Board voted unanimously to dissolve the C.A.R.E. Ad Hoc Committee with thanks to all its members.

9. New Business Items

A. Ratify Landscape Contract – Action

On motion duly made and seconded (Altman/Strunka) the Board voted unanimously to ratify a contract with True North Landscape for \$4,168 per month.

B. Speed Radar Trailer Purchase with City of Santa Rosa – Felton – No Board Action

C. New Facility Needs Committee – Hermann – Discuss/Action

On motion duly made and seconded (Hermann/Strunka) the Board voted unanimously to establish a new Ad Hoc Committee to study the capital needs of the entire Central complex using the sample Charter as a guide.

9. New Business Items

C. (Continued)

On motion duly made and seconded (Scott/Altman) the Board voted in the majority (6 "For"; Hermann "Abstained") to appoint Director Hermann chair of the Ad Hoc New Facilities Needs Committee.

D. 2016-01-01 OCDC Revised Charter - Action

On motion duly made and seconded (Giddings/Felton) the Board voted unanimously to accept the revised OCDC Charter.

E. Write-Off Uncollectable Acct Balance: 13701-898-01 – Action

On motion duly made and seconded (Altman/Hermann) the Board voted unanimously to write off \$520.60 on uncollectable balance on account #13701-898-01

10. Unfinished Business Items

A. Ratify Code of Conduct Policy – Resident Written Comments - Discuss/Action – No Board Action

B. Ratify Employee Abuse Policy – Resident Written Comments – Discuss/Action

On motion duly made and seconded (Felton/Altman) the Board voted unanimously to accept the Employment Abuse Policy, including resident T Lachowicz third paragraph.

C. Office Lease Update – Turner – No Board action.

D. 2016 Reserve Projects Update – AM Turner suggested discuss this topic at the next Workshop.

E. East Rec Balcony Update – Turner – No Board action.

11. Future Board Meeting Agenda Recommendations – None.

12. Review Meeting's Task-Master List

A. Have OVA Attorney review resident K Patterson's suggested revisions to Employee Abuse Policy.

B. Include Finance Committee Investment Policies on February 16, 2016 Business Agenda.

C. Ad Hoc Facility Needs Committee Chair Hermann to provide committee members at Feb 16th business meeting.

D. Schedule Reserve Funding facility project priority list at Board's next Workshop.

13. Adjournment President Batchelor adjourned the meeting at 3:07 PM.



Frank Batchelor, President

02/25/2016

Date



John R Felton, Secretary

2/25/16

Date