

OAKMONT

IN THE VALLEY OF THE MOON

Oakmont Village Association (OVA)
Board of Directors Business Meeting Minutes
March 15, 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 1:02 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 43 residents.

2. Adopt Meeting Agenda & Announcements - President Batchelor asked Secretary **Felton** to be Time Keeper and EAA **Dougherty** to be Task Master. He announced that the meetings is being videotaped. He called for a motion to adopt the meeting Agenda.

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

3. Open Forum

The following residents commented on the following topics: Twin Lakes HOA Governor **B Spaulding** announced that the HOA's attorney recommends the HOA update its governing documents. He asked if the Board is considering updating the Association governing docs. **M Crawford** concerned about driver's exceeding the 25 mph speed limit on Oakmont streets. **P Herzog** asked if Board approved his "Just For Fun" request group recognition.

4. Announcements, Executive Meeting Summaries - Batchelor

A. President **Batchelor** acknowledged his and the OVA Board's thanks to outgoing Board members **Andie Altman**, **Bob Giddings** and **Alan Scott** for their outstanding service. **Bob Giddings** commented how he's enjoyed working this Board of Directors. **Alan Scott** said he appreciates collegiality of the Board. **Andie Altman** she's enjoyed all her experiences with this Board.

B. President **Batchelor** announced that the Board and Manager are still negotiating the Office Lease; that the Board approved in Executive Session the Berger Improvement Committee (BIC) engineering contract.

5. Consent Calendar – There were no changes to the consent calendar.

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

OAKMONT VILLAGE ASSOCIATION

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6. **Treasurer's Report** – Treasurer **Strunka** – Read the 2016-02-29 OVA Financial Summary.
On motion duly made and seconded (Hermann/Altman) the Board voted unanimously to approve the Treasurer's report.

7. **2016 MAR – AM Turner Manager's Report** – (A copy is in today's handout)
AM Turner announced she had nothing to add to her report and stated she will comment on the East Rec deck later in the Agenda.

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

- A. **OCDC** – Chair **Sue Millar** absent and OCDC member **W Schilpp** announced that **Supervisor Suzanne Gorin** will attend the April 14th meeting and **Sonoma County 1st District Supervisor candidate Gina Cuclis** will attend the May 12th meeting.
- B. **CPC** – Chair **Herm Hermann** summarized committee facility/group space needs saying CPC a sub-committee has met with the Art Association and Fitness Center. Another subcommittee is checking all room utilization and a third subcommittee working with the Communications Committee has setup CPC website for regular reports to residents.
- C. **OEPC** – Chair **Pat Barclay** explained that in a major disaster Red Cross shelters will be set up in OVA's East, West and Central facilities to permit independent emergency services by Red Cross certified volunteers. He emphasized that the Red Cross requires that OVA shelters are manned by two experienced certified Red Cross volunteers.

9. **New Business Items**

- A. **Group Recognition–Oakmont Progressives–V Taylor-100% Oakmonter's– Discuss/Action**
On motion duly made and seconded (Scott/Altman) the Board voted in the majority (Felton-Abstained) to accept the request for group recognition of the Oakmont Progressives.
- B. **Appoint Ad Hoc Committee to Study CARE Facility at 6637 Oakmont Dr – Discuss/Action**
On motion duly made and seconded (Scott/Giddings) the Board voted unanimously to establish an Ad Hoc Committee to study the C.A.R.E. facility proposal.
- C. **East Rec Balcony repair/Replacement – Discuss/Action**
On motion duly made and seconded (Scott/Altman) the Board voted unanimously to authorize architectural design for a new ERC deck and a rendering of a trellis to replace the deck-if the entire deck was removed.
- D. **OVA Record Retention Policy Procedure – Discuss/Action**
On motion duly made and seconded (Scott/Altman) the Board voted unanimously to accept the submitted Record Retention Procedure.
- E. **Calif State Contractor Licensing Board (CSCLB) Guest Speakers at an OVA Board Business meeting about unlicensed contractors - Discuss/Action** Board instructed Manager **Turner** to schedule a speaker from the CSCLB for a future OVA Board business meeting.

10. **Unfinished Business Items –**

- A. **Approve OVA 2015 Audit by James Ernst CPA – Discuss/Action**
On motion duly made and seconded (Strunka/Altman) the Board voted unanimously to transfer \$53,000 2015 income to the ARF (Asset Replacement Fund).

*With some suggested revisions by Treasurer **Strunka**, a motion was duly made and seconded (Strunka/Scott) and the Board voted unanimously to approve the 2015 Audit by James Ernst CPA.*

11. Future Board Meeting Agenda Recommendations

Herm Hermann suggested the Board put the CPA services out to bid for 2016. Manager Turner tasked to calendar before next Association Audit.

12. Review Meeting's Task-Master List

- A. Manager Turner tasked to calendar CPA services proposal before next Association Audit.
- B. Final OVA policy review included in the April or May business meeting Agenda.
- C. Place ad in Oakmont News for C.A.R.E. Ad Hoc Committee members.

13. Adjournment President Batchelor adjourned the meeting at 3:34 PM.

Frank Batchelor

Frank Batchelor, President

04/20/2016

Date

Johri R Felton

Johri R Felton, Secretary

4/22/2016

Date