

OAKMONT

IN THE VALLEY OF THE MOON

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

(As amended in Board's May 19, 2016 meeting Minutes pg 2, Item 10.A.1))

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

President **Andie Altman** called the meeting to order at 1:04 PM, noting a quorum of six Board members were present: President **Andie Altman**, Vice-President **John Felton**, Secretary **Frank Batchelor**, and Directors **Herm Hermann**, **Ellen Leznik** and **Gloria Young**. Treasurer **Elke Strunka** was away on vacation. Also present were Association Manager **Cassie Turner**, Executive Administrative Assistant (EAA) **Cathy Dougherty** and approximately 56 residents.

2. Adopt Meeting Agenda & Announcements – President **Altman** called for a motion to adopt the meeting agenda. *The Board voted unanimously to accept the meeting Agenda.*

3. Open Forum

The following residents commented on the following topics: **a. K Oswald** – commented about annual and organizational meetings and the Central Ball Court Plexiglas fence. **b. L Oneto** – asked BoD members to say they will treat each other & their constituents respectfully. Director **Leznik** responded she will work respectfully with Board and residents. Directors **Altman**, **Batchelor**, **Hermann**, & **Leznik** described their years of Oakmont volunteer service. Director **Young** announced she will work respectfully with Board & Oakmont residents. **c. Pickleball Co-Chair A Easland** clarified the roll of the Pickleball committee & read their 2013 Charter. **d. Pickleball Co-Chair N Lyons** corrected misstatements about the fence blocking views & that project hard costs cannot be determined until after the City's review & permit processes are completed. **e. K Connelly** asked whether the Board will adhere to the sealed bid procedure. The Board agreed to discuss topic at its 5/3/16 Workshop. **f. N Caldwell** asked Board to resume videotaping Workshops. **g. Pickleball Club President T Kendrick** commented on number of club members & Plexiglas fence.

President **Altman** asked Vice President **Felton** to be Time Keeper and EAA **Dougherty** to be Task Master.

4. Announcements, Executive Meeting Summaries - Batchelor

A. President **Altman** - 1) welcomed returning and new Board members; 2) acknowledged tremendous volunteer services of AARP tax preparers; 3) announced the Board agreed in Executive Session to put OVA's financial management contract to bid adding that an RFP will be published in August to meet the Dec 31, 2016 contract deadline; 4) OVA Office lease negotiations continue; 5) the Communications Committee found an "impressive" communications application that allows for multiple platform messaging. It also has a reservation system and Architectural Committee tracking module we will be researching; and 6) explained why the Board's table positions have changed.

B. President **Batchelor** summarized 2016-03-15 & 2016-03-29 Executive Session Minutes.

OAKMONT VILLAGE ASSOCIATION

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5. **Consent Calendar** – The Board agreed to act on each item individually.
- 5.A.1) *The Board voted in the majority (4 "For", Leznik & Young "Abstained") to ratify 2016-03-15 Business Meeting Minutes.*
- 5.A.2) *The Board voted in the majority (4 "For", Leznik & Young "Abstained") to ratify 2016-03-15 & 20-16-03-29 Executive & Special Meeting Minutes.*
- 5.A.3) *The Board voted in the majority (5 "For", Leznik "Abstained") to ratify 2016-04-04 Annual Membership Meeting Minutes.*
- 5.A.4) *The Board voted unanimously to ratify 2016-04-05 Board Organizational Meeting Minutes.*
- 5.B. *The (Hermann/Batchelor) the Board voted unanimously to ratify committee minutes for Communications 2016-03-14 & 2016-04-11; Finance 2016-04-14; OCDC 2016-03-10; & OEPC 2016-03-03.*
- 5.C.1) *The Board voted unanimously to accept OEPC's member Resignation & Appointments.*
- 5.C.2) *The Board voted unanimously to accept CPC's member Resignation.*
- 5.D. *The the Board voted unanimously to accept Request for Group Recognition of "Just For Fun Club".*
6. **Treasurer's Report** – Treasurer **Strunka** is on vacation. President **Altman** read Treasurer's **Q1-2016** and 2016-03-31 OVA Financial Summary. *The Board voted unanimously to accept the Treasurer's reports.*
7. **2016 MAR – AM Turner Manager's Report** – *(A copy is in today's handout)*
AM Turner announced the following status of items since her report was prepared: 1) an OVA Blog is set-up. Residents can ask questions at end of the blog, which will be answered by OVA staff, Manager or Board. 2) replacing a stall door in the Berger women's bathroom is delayed until the door that arrived damaged is received. 3) Maintenance hopes to 'pull out' the coffee stain on CAC lobby carpet. Otherwise, further remedy will be necessary. 4) the Berger carpet will be cleaned Fri 4/22/16. 5) SR Fire Dept inspected the ERC facility & agreed sufficient alternate exits are available after someone reported that a locked upper ERC facility balcony door would prevent safe emergency building evacuation. 6) the Berger building inspection & concept design drawings will be on the May Board Agenda. 7) OVA's landscape contractor will abate weeds on either side of the Stone Bridge Rd walking path.
8. **Additional Reports (Beyond What Appears In Committee Meeting Minutes)**
- A. **OCDC** – Chair **Sue Millar** reported status of the following topics: 1) Work with county/city re Bicycle path to keep cyclists off Oakmont streets; 2) "Community Separators" will be on the ballot. Residents are encouraged to vote "yes". The subject "sunsets" Jan 1, 2017. 3) Elnoka development has been silent. 4) Across Oakmont Dr & Hwy 12 a 120k+ case production custom crush facility was approved years ago.
- B. **CPC** – Chair **Herm Hermann** reported the committee met Mon, 4/18/16. Four members & AM Turner met with the Berger architect & a City planning member to open dialogue re permit(s) vs parking spaces; a traffic analysis of CRC was suggested. AM Turner is contacting a traffic engineer/analyst. The results will be studied by CPC & reported to the Board. CPC is studying ERC & WRC facility use & available space & hope to report at the May board meeting.
- C. **Pickleball** – Update – AM Turner received PJC's soils analysis report. It will be posted on the OVA's website. The City is holding a Design Review meeting Thu, April 21st at 10:30 AM. The City requested OVA's soil's engineer (**Carr**) and landscape architect (**Cagwin**) attend the meeting. AM Turner requested Board approval in the amount up to \$6,000 for continuation of the engineering and landscape design documentation needed from these experts. *On motion duly made and seconded (Felton/Batchelor) the Board voted in the majority (5 "For", Leznik "Opposed") to authorize up to \$6,000 for the expenditure.*

9. **New Business Items** – President **Altman** announced future Board Agenda's will flip the order of **Items 9 and 10**, which places "**Unfinished Business**" before "**New Business**".

A. **Personnel Committee Appointment** – **Discuss/Action** *The Board voted unanimously to approve President **Altman's** nomination of Directors **Altman, Felton and Young** to the Personnel Committee.*

B. **Discussion/Action** of Standing & Ad Hoc Committees – **Leznik** Director **Leznik** summarized Standing and Ad Hoc Committees and announced she proposes additional standing committee and adding members to existing committees.

The following motion was made and seconded to establish an Elder Issues Committee (EIC), which would focus on issues of importance to elder residents.

President **Altman** called the vote. There was no Board response. Director **Leznik** moved to postpone the action until the end of the Agenda.

*The Board voted in the majority to oppose (**Leznik "For", 5 "Opposed"**) amending the CPC Charter to include West & East facility space availability issues and change the committee name to Assets Utilization Committee (AUC).*

Director **Leznik** agreed to move her proposed committee changes, additions & new committee member lists to the May business meeting and provide the Board necessary review materials.

*The Board voted unanimously (**6 "For"**) to appoint **Alan Scott** to the Landscape Improvement Committee (LIC).*

*The Board voted unanimously (**6 "For"**) to appoint Director **Leznik** to Ad Hoc Central Projects Committee to fill **Altman's** vacancy.*

Director **Leznik** proposed changing Ad Hoc Pickleball committee membership to include residents who live near the East facility. No second. Proposal failed.

C. **Accept Standing Committee Liaison Appointments** – **Discuss/Action** President **Altman** appointed the following Committee Liaisons: Communications – **Felton**; Landscape Improvement – **Altman**; Finance – **Strunka**; OCDC – **Leznik**; CPC – **Hermann** Chair & Liaison; OEPC – **Felton**; OVA/OGC – **Batchelor**.

D. **Employee Insurance 2016** – **Discuss/Action** *The Board voted unanimously (**6 "For"**) to renew OVA's 2016 Employee health insurance plans for 6 months.*

E. **Define Procedure re Special E-Blast After BoD Meetings with Agenda, Manager & Treasurer Reports & Follow-up E-Blast with BoD Minutes When Available** - **Discuss/Action**. **AM Turner** explained that a link will be included in the e-blast so residents can view Board meeting documents. The Board agreed.

F. **2016-2017 Fireside Chats** – **Discuss/Action** *The Board voted in the majority (**5 "For", Felton "Abstained"**) to continue Fireside Chats.*

Board participation: Directors **Altman, Hermann, Leznik & Young** agreed to participate monthly. Directors **Felton** and **Batchelor** opted out. President **Altman** announced 'ground rules' will be set.

10. **Unfinished Business Items** –

A. **Oakmont CARE Facility** – **Altman - Discuss/Action**

Ad Hoc Chair **Julie Jones** described the background of the group formation and its association with the Council on Aging (COA). She explained their search for a location to conduct the club activities, the checklist of actions required and that Oakmont resident volunteers will be recruited and vetted by COA to serve as program & assistant program coordinators. The COA has inspected and approves the upper West Rec as a viable location to use.

10. Unfinished Business Items

A. Oakmont Senior Social Club (Formerly C.A.R.E.) – Altman - Discuss/Action [Cont'd]

President **Altman** requested a Board motion regarding naming Ad Hoc Committee members: **Julie Jones, Sue Dibble, & Carol Cotton**. Director **Leznik** requested a formal legal opinion from a law firm that specializes in these matters before proceeding with this project.

The Board voted unanimously to obtain a formal legal opinion from a law firm that specializes in these matters before proceeding with this project.

The Board voted in the majority (5 "For", Felton "Opposed") to nominate Julie Jones Chair of the Senior Social Club and accept members Carol Cotton, Sue Dibble, Anita Easland & Karen Oswald.

President **Altman** appointed **Frank Batchelor** the Senior Social Club Liaison after he volunteered.

B. Amend Electronic Access Card System Policy & 2016 Fee Schedule & Amend Electronic Access Card System Policy & 2016 Fee Schedule - Discuss/Action *The Board voted unanimously (6 "For") to reduce the replacement fee for OVA's facility access card from \$50 to \$25, non-refundable."*

11. Future Board Meeting Agenda Recommendations

A. May 17, 2016 Standing and Ad Hoc Committee Recommendations – **Leznik – Discuss/Action.**

B. May 3, 2016 Workshop Agenda Items: 1) Videotaping Workshop meetings; 2) Discuss OVA Standing & Ad Hoc Committee Recommendations-**Leznik**; 3) Board Discretionary Use of Committee Sealed Bid Procedure.

C. Blog discussion.

12. Review Meeting's Task-Master List

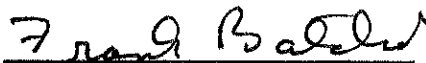
A. AM **Turner** to contact a traffic engineer/analyst re CRC parking analysis for CPC.

13. Adjournment President **Altman** adjourned the meeting at 3:38 PM.



Andie Altman, President

6-10-16
Date



Frank Batchelor, Secretary

6/10/16
Date