

OAKMONT

IN THE VALLEY OF THE MOON

Oakmont Village Association (OVA)
Board of Directors Business Meeting Minutes
June 21, 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 **Andie Altman** called the meeting to order at 1:02 PM, noting a quorum of six Board members present: President **Andie Altman**, Vice-President **John Felton**, Secretary **Frank Batchelor**, Treasurer **Elke Strunka** and Directors **Herm Hermann** and **Ellen Leznik**. Director **Gloria Young** was absent. Also present were Association Manager **Cassie Turner**, Executive Administrative Assistant (EAA) **Cathy Dougherty** and approximately 67 residents.

2. Adopt Meeting Agenda & Announcements – President **Altman** announced the meeting is being videotaped and audio recorded. She asked residents to speak into the microphone and cautioned anyone not wanting to appear on the video should move out of camera range. President **Altman** asked Vice President **Felton** to be Timekeeper and EAA **Dougherty** to be Task Master.

Director **Leznik** asked to vote separately on Item **5.A.1.** rather than include it in the Consent calendar. *On motion duly made and seconded (Leznik/Batchelor) the Board voted unanimously to move Item 5.A.1. off the consent calendar and approve the amended Agenda.*

3. Open Forum – President **Altman** invited residents to speak in open forum. Residents **Bowers, Lewis, Naylor, Savage, Johns, Medeiros, and Kendrick** spoke in favor of Pickleball. Residents **Stinson** and **Mr & Mrs Oswald** spoke, separately about, the cost to OVA groups to carry event liability insurance; and feeling harassed at Central Pool by monitors; and recommending Board form an Ad Hoc Committee for fundraising Capital Improvement Funds.

4. Announcements, Executive Meeting Summaries - Batchelor

a. President Altman announced:

- 1)** The Pickleball topic will be discussed under Item 10.A on the Agenda.
- 2)** OVA was advised that the City Bus contract is being renegotiated to include a 3-year term renewal and should be on the Board's July business Agenda. There may be some small route adjustments.
- 3)** Kudos to all OVA members who participated in the recent Senior Games, including the OLBC, OPC and OTC members.
- 4)** OVA's purchased a web-based application for event management called Reserve Interactive. This will ultimately replace our ASYST Scheduler and will improve office and maintenance processes and interfaces. The application cost is \$2,800/year with a one-time onboarding fee of \$700.
- 5)** The Pickleball Ad Hoc Committee is being disbanded today because it has met all the conditions of its charter. The Committee has been active for over 30 months and we thank them for their tremendous efforts in trying to bring this new recreational amenity to fruition.

OAKMONT VILLAGE ASSOCIATION

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- 6) The Senior Social Club is being disbanded today because a different approach will be taken to develop this program.
- b. President **Batchelor** summarized 2016-05-17 & 2016-06-06 Executive Session Minutes, which included discussions regarding legal, contracts and personnel matters.
5. **Consent Calendar**
- a. **Ratify May Board Meeting Minutes:**
- 1) ~~2016-05-17 Business Meeting Minutes~~ [Item moved off consent calendar for separate discussion]
- 2) **2016-05-17 and 2016-06-06** Executive Meeting Minutes
- b. **Accept Committee Minutes:** Communications 2016-06-13; OCDC 2016-05-12 & 2016-06-09; OEPC 2016-05-05.
- c. **Construction Committee – Turner**
- d. **Disband Ad Hoc Pickleball Committee**
- 1) *On motion duly made and seconded (Hermann/Batchelor) the Board voted unanimously to approve Consent Calendar Items 5.A.2., B., C. & D.*
- 2) *On motion duly made and seconded (Leznik/Hermann) the Board voted in the majority (5 "For"; 1 Felton "Abstain" to amend the Board's May 17, 2016 Business Meeting Minutes, Item 10. A. 2., to correctly read "Amend Item 10.A.2. to reflect two charter proposals be merged into one which establishes the formal charter for the Construction Oversight Committee (COC).*
6. **Treasurer's Report – Strunka – 2016-05-31 Financial Summary.** *On motion duly made and seconded (Hermann/Felton) the Board voted unanimously to approve the Treasurer's May 31, 2016 Financial Report.*
- Treasurer **Strunka** confirmed that the **Oakmont Tennis Club (OTC)** does not use OVA's Tax ID, as reported at the Board's June 6th Workshop.
7. **2016 JUNE – AM Turner Manager's Report – (A copy is in today's handout)**
- AM Turner** added the following items to her report:
- a. Cassie reported that the following residents were approved and appointed in the Consent Calendar as members of the Construction Oversight Committee (COC): Iris Harrell, Jim Hammer and Dick Hannigan. The Board again approved the recommendation by **Manager Turner** of these three residents to the Committee.
- b. West Rec redwood trees are stressed and deceased with a fungus. They are slated to be cut down. The wood will be chipped and the chips will be spread along the creek. LIC is tasked with picking appropriate replacement trees for the site.
- c. A proposal is being obtained to install bollard lights along the path adjacent to the West Rec picnic area and ending at Stone Bridge Rd.
8. **Additional Reports (Beyond What Appears In Committee Meeting Minutes)**
- A. **OCDC – Chair Sue Millar - None**
9. **Unfinished Business Items**
- a. **Berger Structural Update – AM Turner** explained, thanks to the great memory of resident **A. Dames**, documents have been found that confirm a structural evaluation and seismic updates were completed to the Berger in 2001.
- b. **Disband Senior Social Club -** President **Altman** explained the Club is being disbanded because OVA cannot have residents participate in setting up a Senior Social Club. Residents who want to volunteer, will be trained by the Council on Aging, which will provide the necessary license and insurance indemnifying OVA. The Club will not be opened to the public, it will operate for OVA residents only.

On motion duly made and seconded (Batchelor/Herman) the Board voted unanimously to revoke the Senior Social Club Charter.

10. New Business Items

a. Sports Court Construction Bids

On motion duly made and seconded (Felton/Altman) the Board in the majority (5 "For"; 1-Leznik "Opposed") to proceed with the multi-use sports court project at a cost not to exceed \$300,000, with a 10% contingency, to be paid from the Capital Improvement Fund."

At 3:09 PM President Altman announced the Board will take a 10 minute break. At 3:19 PM President Altman resumed the meeting.

b. Electioneering by Candidates & Supporters After discussion among Board members, no action was taken on this item.

c. Oakmont Tennis Club (OTC) Rules – Draft Approval – Altman

On motion duly made and seconded (Batchelor/Hermann) the Board voted unanimously to approve OTC Rules as submitted.

d. OVA Revised Employee Handbook Adoption – Turner

On motion duly made and seconded (Felton/Batchelor) the Board voted in the majority (5 "For"; 1-Leznik "Abstain") to approve the revised and updated Oakmont Employee Handbook.

e. WRC Redwood Tree Removal Proposals

On motion duly made and seconded (Batchelor/Hermann) the Board voted in the majority (5 "For"; 1-Leznik "Abstain") to approve True North's bid to remove two diseased redwood trees at WRC for \$7,625, to be paid from the Operating Fund.

f. OLLI-SSU MoU – Term Change to 10 Years

The Board directed AM Turner to refer SSU's MoU to OVA Attorney Manwell for an opinion regarding SSU's 10 year term and insurance/indemnification language. The Board agreed to take the matter off calendar for later discussion.

g. CPC Recommendation

The Board agreed with a recommendation from the CPC and directed AM Turner to require all clubs, groups and organizations to submit attendance records for 30 days for their events.

h. Facility Maintenance Electric Cart

On motion duly made and seconded (Felton/Hermann) the Board voted in the majority (5 "For"; 1-Leznik "Abstain") to authorize an expense up to \$20,000 to purchase 2 replacement electric vehicles for the Facility Maintenance Dept from Smith's Golf Cars to be paid from the Asset Replacement Fund.

11. Future Board Meeting Agenda Recommendations

Director Leznik requested to be contacted and included in any Board meeting that involved a decision regarding the multi-use sports court project. Director Hermann asked that the continued review of OVA policies be placed on the next Board Workshop Agenda.

12. Review Meeting's Task-Master List


AM Turner to assist Director Hermann in creating an attendance record for all OVA clubs, groups & organizations.

AM Turner tasked with referring SSU's MoU to OVA's Attorney Manwell for an opinion regarding the revised term and insurance/indemnification language.

13. **Adjournment** There was no further business to discuss. The meeting was adjourned at 4:20 PM.


Andie Altman, President

7/20/2016
Date


Frank Batchelor, Secretary

7/20/2016
Date