

# OAKMONT

IN THE VALLEY OF THE MOON

**Oakmont Village Association (OVA)**

**Board of Directors Business Meeting Minutes**

**February 21, 2017 – 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 1:05 PM, noting a quorum of seven Board members present: President **Andie Altman**, Vice-President **John Felton**, Treasurer **Elke Strunka**, Secretary **Frank Batchelor** and Directors **Herm Hermann**, **Ellen Leznik** and **Gloria Young**. Also present were Association Manager (AM) **Cassie Turner**, Executive Administrative Assistant (EAA) **Cathy Dougherty** and approximately 63 members.
  
2. **0:37 Adoption of Meeting Agenda** – Appoint Time-Keeper and Task-Master – **Altman**  
*On motion made and seconded (Hermann/Young) the Board voted unanimously to adopt the meeting Agenda.*  
President **Altman** appointed Vice President **Felton** Timekeeper and EAA **Dougherty** Task Master.
  
3. **01:07 OVA Members' Open Forum** – President **Altman** announced members will have 3 minutes to speak. The following members addressed the Board regarding the noted topics: **V Katz** – Thanked OVA BoD for its support with the Fitness Center Trainer's contract; **L Oneto** – BoD delaying urgent maintenance of ERC balcony; **M Gough** – Why single vote per house; **K Connelly** – Asked BoD forward paper on subject; **S Millar** – the subject comes up every year; **K Oswald** Ballot box in Oakmont & property owners with campaign signs getting obscene calls; **N Lyons** noted CoC meets in published open sessions with published notes. CoC Workshops are closed sessions without recorded minutes. **T Kendrick** requested member tolerance regarding their reactions to facility projects and election campaigns.
  
4. **15:48 Announcements & Executive Meeting Summary**  
A. President **Altman** announced: **1)** Nominating Committee Chair **Jackie Ryan** will formally announce the 2017 slate of Candidates later today, after which time the Committee will be disbanded; **2)** Annual Meeting & Election docs are at the printer; **3)** Random draw was performed by me and Director **Leznik** for random order on the ballot and on meeting materials; **4)** A secured ballot box will be located at Umpqua Bank until 2 pm Mon 4-3-2017. The Inspector of Elections will retrieve the ballots; Director **Leznik** asked for and received clarification from President **Altman** that members can deliver sealed ballots to Umpqua Bank for their neighbors; **5)** Director **Hermann** after serving 3 successive years on three Berger improvement committees has asked to be relieved of community service. **F Batchelor** is appointed BAC Liaison; **6)** Announced that Director

## OAKMONT VILLAGE ASSOCIATION

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**Young** has agreed to investigate the status of the Pythian Rd surveillance camera topic and report to the Board so we can move forward.

- B. Secretary's Batchelor** summarized 2017-01-24 Executive minutes saying two legal matters were considered.

**5. 21:00 Consent Calendar**

**A. Ratify 2016-11-01 Business Meeting Minutes:**

- B. Accept Committee Minutes:** Communications Committee (CC); Finance Committee (FC); Landscape Improvement Committee (LIC); Oakmont Emergency Preparedness Committee (OEPC).

*On motion made and seconded (Hermann/Felton) the Board unanimously to adopt the Consent Calendar.*

**6. 21:27 Ratify 2017-01-24 Executive and Business Meeting Minutes**

Director **Leznik** explained she will abstain from voting on the Minutes as she was on a scheduled vacation and could not attend the meeting.

*On motion made and seconded (Felton/Young) the Board 6 "For"; 1 "Abstain" – Leznik to ratify the 2017-01-24 Executive and Business Minutes. The Motion passed.*

**7. 23:07 Treasurer's Report – Strunka – 2017-01-31 Financial Summary.** Treasurer **Strunka** explained the 2016 Independent Auditor's Report is not included in the Annual Meeting & Election materials. The new auditors needed additional time to complete their audit. It will be mailed separately prior to April 3, 2017. She explained the JAN 2017 Financials.

*On motion made and seconded (Felton/Batchelor) the Board voted unanimously to accept the Treasurer's reports.*

**8. 27:47 2017 FEBRUARY – AM Turner Manager's Report – (A copy is in today's handout)**

**AM Turner: 1)** Asked the Board to consider replacing the Central (Berger) facility sign; **2)** Announced OVA members/residents should park in the Central parking lot, not the Umpqua Bank parking to permit bank customers available parking.

**9. Verbal Reports**

**A. 32:17 Berger (BAC) Update – BAC Chair Ruthie Snyder** reported the committee meets once/month in work sessions, where no decisions are made. The BAC's focus is to limit facility impacts concerning existing facility user groups. She summarized status of projects to date saying the first set of LOPs (Letters of Proposals) will be presented to the Board at its Mar 7<sup>th</sup> business meeting at 3PM. The second set of LOPs will be presented to the Board at its Mar 21<sup>st</sup> business meeting at 1PM.

**B. 41:21 OCDC Update – Chair Sue Millar** reported **1)** Oakmont Senior Living as expressed interest in the old Sutter Health facility described in a recent Press Democrat article. **2)** In another Press Democrat article on wineries, the OCDC is pressuring PRMD to strengthen their criteria for approving winery applications.

**C. 43:18 Nominating Committee – Chair Jackie Ryan** thanked the Board for opportunity to serve the community. She presented the official slate of 2017 candidates announcing **Batchelor, Bettencourt, Curry, Goodwin, Heyman, Lucker, Medeiros and VanBockern.**

On motion by **Felton**, seconded by **Hermann**, the Board voted unanimously to disband the Nominating Ad Hoc Committee including Chair **Jackie Ryan** and members **Pat Olive**, **Pat Clothier**, **Bev Leve** and **Alan Scott** with thanks for their service.

#### 10. 50:34 Unfinished Business Items

- A. **ERC Balcony Update** – Concept designs by architect – **Iris Harrell**, COC Chair summarized that at the last business meeting a conceptual estimate, not a bid, was presented. She detailed the component parts for replacing the deck, which includes ADA required upgrades. Three architectural concept drawings were ordered. Iris projected each on the large screen for all to see detailed each enhancement and usage of each drawing. Each Board member described their feeling about which drawing they preferred.

**President Altman** presented OVA Member Opinion Poll votes about the ERC balcony:

<u>PREFERENCE</u>	<u>VOTE</u>	<u>PERCENT</u>
1) Replace the deck	73	25%
2) Replace with smaller version	139	47%
3) Remove deck	51	17%
4) Remove deck & soften appearance	33	11%
<b>TOTALS</b>	<b>296</b>	<b>100%</b>

On motion by **Hermann** seconded by **Altman** that Proposals #2 and #3 are the options we want to move forward on that option and obtain specific plans and concept drawings for that type of construction. Director **Hermann** withdrew his motion.

On motion by **Leznik** seconded by **Batchelor** the Board voted unanimously to move forward with COC Proposals #2 or #3. And approve COC using part of the Board approved \$6,000 to obtain architect concept drawings of both proposals by March 4<sup>th</sup>.

#### 11. New Business Items

- A. **1:31:29 New Board Orientation** – CAI Board Leadership Development Workshop  
**President Altman** described the CAI Leadership Development Workshop, which can be customized to OVA & CA laws.

**1:45:46** On motion by **Felton** seconded by **Young** the Board voted 5 "For"; 2 "Abstains" **Hermann & Leznik** to direct Manager **Turner** to contact CAI to put plans in place and set a date after the 2017 Board election. The motion passed. **President Altman** tasked **AM Turner** to obtain proposed dates.

- B. **1:51:12 Proposed Community Garden Expansion**

Facility Manager **Aubert** summarized the project. He said Coggins Fence proposal was accepted, which will expand the garden adding 45 additional spaces. Ground Hog Construction will install the new water lines. Treasurer **Strunka** advised the cost should be paid by the Capital Improvement Fund.

**2:02:50** On motion made by **Batchelor** with second by **Leznik** the Board voted unanimously to authorize Administration to spend NTE \$15,000 from Capital Improvement Fund for expansion of the Community Garden.

**1:57:12** Director **Leznik** mentioned President **Altman's** idea that the Community Garden coordinate with other volunteers and committees to make plants and grasses available to residents who may need assistance with converting yards from rock to landscape.

**12. Future Board Meeting Agenda Recommendations**

- A. President Altman reminded all there is a Board meeting on **March 7, 2017**.  
Items include: **1)** a request for additional funds from BAC, **2)** 2016 annual Audit, **3)** COC possible ERC balcony renderings, **4)** consider replacing Berger facility.

**13. Task Master List**

- A. AM **Turner** to schedule CAI training session after the election, notify the Board for availability and set a date.

**14. 2:05:17 Adjournment** - President **Altman** adjourned the meeting at 3:05 PM.

<u>PRESIDENT ALTMAN RESIGNED</u>	<u>Frank Batchelor</u>	<u>09/02/2017</u>
Andrea J. Altman, President — Date 5-2-2017	Frank Batchelor, Secretary	Date