

OAKMONT

IN THE VALLEY OF THE MOON

Oakmont Village Association (OVA)
Board of Directors Business Meeting Minutes
May 17, 2016 – 1:00 PM – Central (Berger) Auditorium
6633 Oakmont Dr, Santa Rosa CA 95409
As revised 2016-06-21 re Item 10.A.1) a) & 10.A.2)

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

President **Andie Altman** called the meeting to order at 1:01 PM, noting a quorum of five Board members were present: President **Andie Altman**, Secretary **Frank Batchelor**, Treasurer **Elke Strunka** and Directors **Herm Hermann** and **Ellen Leznik**. Vice-President **John Felton** and Director **Gloria Young** were absent. Also present were Association Manager **Cassie Turner**, Executive Administrative Assistant (EAA) **Cathy Dougherty** and approximately 72 residents.

- 2. Adopt Meeting Agenda & Announcements** – President **Altman** announced Item 6.a.1) is moved the regular Agenda and Item 11.a. is removed from the Agenda at the request of the Pickleball Club leadership. President **Altman** called for a motion to adopt the amended meeting agenda. *On motion duly made and seconded (Batchelor/Strunka) the Board voted unanimously to accept the amended meeting Agenda.*

- 3. Santa Rosa Transit Planner Yuri Koslev** made a Power Point presentation about the updated Santa Rosa City Transit system bus routes. He emphasized the Oakmont City Bus Route 16.

- 4. Open Forum** – President **Altman** announced that Open Forum is still available to any subject relevant to Oakmont. However, should members prefer to offer their comments before the corresponding Business Agenda Item they are welcome to do so. Time considerations will be made to allow for the meeting to continue to move along.

The following residents commented on the following topics: a. **P Clothier** suggested the Board appoint a committee to study Committee Charters and membership and the Liaison should be neutral. b. **H Palk** suggested BoD Workshop topic to discuss OVA providing mature plants on Quail Run HOA property along Oakmont Dr. c. **A Dames** reminded BoD that seismic study was done re Berger in 2002 resulting in buildings' four corners retrofitted to stabilize the building. d. **K. Oswald** asked for: a cap on Pickleball (PB) expenses; a new PB Charter; a 2nd sound study; and CIF financial expenditures to date. e. **T. Kendrick** suggested OVA not reduce dues; are there PB cost totals including permits & county hearings. f. **R Leve** has an accounting been done about Pickleball expenses to date. g. **A Medeiros** asked that members/residents treat BoD with respect.

5. Announcements, Executive Meeting Summaries - Batchelor

A. President **Altman** announced today's meeting is being videotaped and that we have added a new column to the website called "Just the Facts", which is written by member **Al Medeiros** after coordination and discussion with volunteers and staff. Please send ideas you want to learn about so they can be researched and available in the Oakmont News (ON).

B. President **Batchelor** summarized 2016-04-19 & 2016-05-03 Executive Session Minutes.

6. Consent Calendar

a. Ratify March (sic May) & April Board & Membership Meeting Minutes:

- i. ~~2016-04-19 Business Meeting Minutes~~ – Moved to Regular Meeting Agenda Item 10.A.1.**

OAKMONT VILLAGE ASSOCIATION

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- ii. **2016-04-19 & 2016-05-03 Executive Meeting Minutes.**
 - b. **Accept Committee Minutes:** Communications 2016-05-09; Finance (FC) 2016-05-12; OCDC 2016-04-16; OEPC 2016-04-07; OVA/OGC Joint Task Force Committee 2016-04-21.
 - c. **Committee Recommendation:**
 - i. **2016-05-11 CC Recommendation** – OVA Board Six Month Videotape Evaluation Period
 - ii. **2016-05-11 CC Recommendation** – New Member
 - iii. **2016-05-12 FC Recommendation** – ERC & WRC Tennis Court Resurface & Stripe Bids
 - iv. **2016-05-12 FC Recommendation** – ERC Pool Fence Replacement Bids
 - d. **Senior Social Club - Additional Members**
 - e. **Group Recognition:** Let's Dance-Together- OVA resident T A Whitten, 100% Oakmonters
On motion duly made and seconded (Leznik/Hermann) the Board voted unanimously to adopt the Consent Calendar as amended.
- 10.A.1)** *On motion duly made and seconded (Leznik/Hermann) the Board voted in the majority (4 "For"; Strunka "Abstained") to correct 4/19/16 business meeting minutes item 10.A. title, on page 3, to "Oakmont CARE Facility-Altman-Discuss/Action ". To correct CARE Chair Jones comments in item 10.A. page 3, 1st paragraph, 2nd sentence to read "... She explained their search for a location to conduct club activities, the checklist of actions required..." To correct Director Leznik's comments and the motion following under item 10.A. page 4, 1st paragraph, 2nd sentence to read "Director Leznik requested a formal legal opinion from a law firm that specializes in these matters before proceeding with this project."*
- 7. Treasurer's Report** – Treasurer Strunka reported the 2016-04-30 Financial Summary, 2016-04-30 Reserve Expenditures, 2016-APR Financials. *On motion duly made and seconded (Hermann/Batchelor) the voted unanimously to approve the Treasurer's Report.*
- 8. 2016 MAY – AM Turner Manager's Report** – *(A copy is in today's handout)*
AM Turner thanked resident Alex Dames for information about 2002 Berger Seismic study and the resulting recommended seismic retrofits at building's four corners. Manager Turner asked and received the Board's approval to obtain a proposal from Weir Andrewson for Board review at its next business meeting.
- 9. Additional Reports (Beyond What Appears In Committee Meeting Minutes)**
- A. **OCDC** – Chair Sue Millar – No report.
 - B. **CPC** – Chair Herm Hermann reported the following CPC subcommittees have been formed to:
 - i) study space utilization of the West Recreation Facility; ii) study CAC users; and iii) study CAC parking. The next CPC meeting is Mon, 5/23/16. He agrees the present CPC Charter limits the work to the immediate future of the central complex and space utilization of all facilities is important to the analysis, but other needs have come up that the Board should address or have another LRP committee address them (sic)."
- 10. Unfinished Business Items -**
- A. **OVA Committees:**
 - 1) **Standing Committees & Ad Hoc Recommendations – Leznik**
President Altman asked for any comments from residents. There were none. Open Board discussion followed with Director Leznik explaining procedures/criteria for committees.
 - a) Director Leznik proposed changing the name of CARE to "Elder Issues Committee" and "include the Senior Social Club, safety-net checks, education on scams and elder abuse issues and any problems with access to our facilities." Per Director Batchelor the first two ideas are not activities which OVA could participate in. After discussion among Board members no action was taken.
 - b) Director Leznik suggested the CPC amend its Charter to reflect the current direction of the Committee. Directors Altman, Strunka are "OK" with the current Charter text; Director

Herman doesn't see the need for it, it doesn't change the emphasis or focus of the committee. Director **Leznik** suggested it is just a "housekeeping" item.

On motion duly made and seconded (Batchelor/Leznik) the Board voted "in the majority" (Batchelor, Leznik, Hermann - "For"; Altman, Strunka - "Opposed") to adopt the following amended CPC Charter: "This committee is charged with conducting a comprehensive space audit on all uses and occupancy of all OVA facilities, including facilities within the current Central, West and East recreation Areas, with the goal of diagnosing and recommending space requirements for current and future activities in OVA. These current and projected needs are to be documented and be inclusive of all OVA activities, conducted both indoors and outdoors."

- c) Asset Forecast Committee – Director **Leznik** moved to continue discussion into Item A. 2).
- d) Fund Raising Committee – Director **Leznik** explained the purpose of the Committee – After discussion among Board members, no action was taken.
- e) Long Range Planning Committee – Reinstate – Director **Leznik** read a proposed new Charter. Director **Batchelor** explained the LRP exists, it's currently suspended due to a collapse of leadership a year ago. After discussion among Board members, no action was taken.

President **Altman** called for a five minute BREAK – 3:25 PM. Meeting resumed - 3:35 PM.

- f) Director **Leznik** stated the current Ad Hoc Pickleball (PB) Committee mission statement's outdated and should be updated and membership should be more representative of the entire community. There was no Board action on this discussion.

- 2) **Construction Committee** – **Turner** described the purpose of the Committee and the need for it immediately to assist with the East Rec deck.

On motion duly made and seconded (Leznik/Hermann) the Board voted unanimously to establish a standing committee called the OVA Construction Oversight Committee with the Charter attached and the "Purpose" replaced with the following:

"The purpose of this committee is to investigate and submit to the Board recommendations for all experts/consultants and contractors necessary to develop/design/ construct/manage any facility assets repair/replacement project expected to exceed \$30,000.00. This committee will review facilities on an ongoing basis to see if the Reserve Study reflects current conditions. It will focus on safety and conditions for the facilities and provide a rolling forward three (3) year projection of needs. The Association Manager, if she/he chooses to, may request assistance from this committee for any project estimated to cost less than \$30,000.00."

- B. **Video Recording Meetings** Directors (**Leznik/Batchelor**) made a motion to videotape all Board and Workshop meetings.

Directors (Altman/Batchelor) amended the prior motion to include Annual Candidates Nights and Annual Members meetings. The Board voted unanimously to approve the Altman/Batchelor amendment to the motion. The Board voted unanimously to approve the amended original Leznik/Batchelor motion.

- C. **OVA Office Lease Update** – President **Altman** explained that the Board is considering two leases and that the Board is creating a checklist to compare the information required from both lessors and hopes to announce an Agreement at the next business meeting.

- D. **Senior Social Club – Charter** *On motion duly made and seconded (Leznik/Batchelor) the Board voted unanimously to accept the Senior Social Club Charter as presented with the addition that no additional license and no additional insurance is required by OVA.*

11. New Business Items –

- a. ~~Pickleball – Request for Rules Change re Play Hours – Kendrick~~ *Item removed from the Agenda.*

- b. **ERC & WRC Tennis Court Re-Surfacing & Striping** *On motion duly made and seconded (Hermann/Batchelor) the Board voted unanimously to approve the Adams Surfacing contract for the East Tennis courts of \$22K & West Tennis courts of \$27K to be paid from the Asset Replacement Fund.*
- c. **ERC Pool Fence Replacement** *On motion duly made and seconded (Hermann/Batchelor) the Board voted unanimously to approve Coggins fence contract for repair/replacement of the East Pool fence for \$32,867.11 to be paid from the Asset Replacement Fund.*

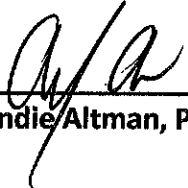
12. Future Board Meeting Agenda Recommendations

- A. Election Laws & Rules

13. Review Meeting's Task-Master List

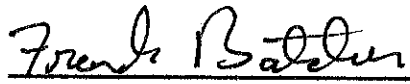
- A. **July 5 Workshop Item** – Director **Hermann** asks to “Review Reserve Accounts and Reserve Study well before 2017 Budget discussions” begin.
- B. Place ads in Oakmont News, establish a link on OVA Website, include in Manager’s weekly e-blast “Call for candidates to serve on the new “OVA Construction Oversight Committee”

14. Adjournment President **Altman** adjourned the meeting at 4:35 PM.



 Andie Altman, President

7/20/2016
 Date



 Frank Batchelor, Secretary

07/20/2016
 Date