

# OAKMONT

IN THE VALLEY OF THE MOON

**Oakmont Village Association (OVA)  
Board of Directors Business Meeting Minutes  
October 18, 2016 – 1:00 PM – Central (Berger) Auditorium  
6633 Oakmont Dr, Santa Rosa CA 95409**

- 1. Roll Call – Establishment of a Quorum – Call To Order – Altman**  
President **Andie Altman** called the meeting to order at 1:04 PM, noting a quorum of six Board members present: President **Andie Altman**, Vice-President **John Felton**, Treasurer **Elke Strunka**, Secretary **Frank Batchelor** and Directors **Herm Hermann** and **Ellen Leznik**. Director **Gloria Young** was absent. Also present were Association Manager (AM) **Cassie Turner**, HOA Attorney **Sandra Gottlieb**, Executive Administrative Assistant (EAA) **Cathy Dougherty** and approximately 54 members.
  
- 2. Adoption of Meeting Agenda** President **Altman** announced Item 10.C. is removed from the Agenda and is moved to the November business meeting. President **Altman** called for a motion to adopt the amended meeting Agenda. *On motion duly made and seconded (Hermann/Felton) the Board voted unanimously to adopt the amended meeting Agenda.*  
President **Altman** asked Vice President **Felton** to serve as Time-Keeper and EAA **Dougherty** to serve as Task-Master.
  
- 3. OVA Members' Open Forum –** President **Altman** announced members speaking in Open Forum have 3 minutes to speak to the Board: 1) **G Goodwin** – Rodents; 2) **K Oswald** Election/Voting Rules & Central Sports Court; 3) **T Kendrick** 15% Rock Rule.
  
- 4. Announcements, Executive Meeting Summaries – Altman**
  - A. President's Announcements:** President **Altman** 1) Introduced HOA Counsel Sandra Gottlieb and explained Ms. Gottlieb was asked to review and revise the OVA Election Rules. 2) Announced that the Council on Aging has approved use of the West Rec facility for the Senior Social Club, which begins the final licensing process.
  - B. Secretary's Summary 2016-08-16, 2016-09-06, 2016-09-10 & 2016-09-20** Executive Meeting Minutes. Secretary **Batchelor** summarized Board actions in each of the referenced Executive Sessions.  
2016-08-16 – The Board discussed and acted personnel matters; 2016-09-06 – The Board authorized AM Turner to negotiate the OVA contract with Blue Mountain.  
2016-09-10 – The Board discussed the Pickleball Club's \$16,131.00 donation toward project costs; 2016-09-20 – The Board heard and acted on three Architectural

## OAKMONT VILLAGE ASSOCIATION

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Committee violations. The Board discussed the OVA Office remodeling contract, authorized President Altman to the Blue Mountain contract; and 2) to sign the OVA Office lease.

**5. Consent Calendar**

**A. Ratify August & September Board Meeting Minutes:**

- 1) **2016-08-16, 2016-09-10 & 2016-09-20** Business Meeting Minutes
- 2) **2016-08-16, 2016-09-06, 2016-09-10 & 2016-09-20** Executive Meeting Minutes

**B. Accept Committee Minutes:** Communications Committee (CC) 2016-10-10; Finance Committee (FC) 2016-10-13; Emergency Preparedness Committee (OEPC) 2016-09-01.

*On motion duly made and seconded (Felton/Strunka) the Board voted in the majority (5 "For"; 1 Leznik - "Abstain").*

- 6. Treasurer's Report – Strunka – 2016-09-30** Financial Summary & Quarterly Statement; Reserve Expenditures Nine Months Ended 2016-09-30.<sup>1</sup> Director **Hermann** requested to list, for each reserve component we had expenses against, what the study shows as the amount saved for that component. Treasurer **Strunka** stated she will consider the request.

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

- 7. 2016 OCTOBER – AM Turner Manager's Report (Copy is in today's handout)** AM Turner stated that the Central Sports Courts project is not "stalled". The City of Santa Rosa asked for clarification on several items related to the project. OVA is currently having these items addressed by its consultants.

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

- A. Oakmont Community Development Committee (OCDC) – Chair S Millar – "No report."**

**9. Unfinished Business Items**

- A. OVA Facility Room Use Survey – Hermann** After Director **Hermann's** comments, the Board directed OVA staff to draft rules or a procedure for room usage and include any other restriction(s) staff feels is/are appropriate.

- B. CPC Charter Update – Hermann** *On motion duly made and seconded (Altman/Felton) the voted in the majority (4 "For"; 1 Hermann "Opposed"; 1 Leznik "Abstain") to modify the CPC Charter to obtain actual facility usage data inclusive of outside facilities (pools, courts, etc). Further to develop a method of broadening the scope of our contracts with the OVA Board and our membership to determine future Oakmont needs and wants.*

**C. Berger Improvement Project – Discussion**

*On motion duly made and seconded (Altman/Batchelor) the Board voted unanimously to establish a Berger Remodel Committee. Potential Members will be interviewed within the next 30 days.*

The Committee's Charter will be drafted and distributed to the Directors for review and comments for the November Board meeting.

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<sup>1</sup> Treasurer's Reserve Expenditures-Nine Months Ended 09-30-16 – See Exhibit "A" attached.

Director **Leznik** amended the motion to immediately form the Berger Remodel Committee. There was no second and the motion failed.

- D. Election Rules – Discussion/Action** *On motion duly made and seconded (Herman/Felton) the Board voted unanimously to instruction HOA Counsel Gottlieb to prepare a revised draft of the Election and Voting Rules as discussed by the Board today and provide a red-line version including the suggested board revisions for the next Board meeting.*

**4:05 PM** President **Altman** announced a recess until 4:10 PM.

**4:12 PM** President **Altman** resumed the Board meeting.

#### **10. New Business Items – Discussion**

- A. Request for Group Recognition–Essential Oil Classes–Instr: Gale O'Brien–Discussion** *On motion duly made and seconded (Hermann/Batchelor) the Board voted unanimously to deny this group recognition application because of the potential of the subject of this class being a business venture for the instructor.*
- B. Community Garden (OCGC) Proposed Boundary Extension – Discussion** *On motion duly and seconded (Leznik/Batchelor) the Board voted unanimously to direct the OCGC to work with Facility Manager **Aubert** to obtain estimated costs to expand the community garden as proposed in their concept drawing and notify the Board of the estimated cost.*
- C. HO Request for Public Hearing - AC Lack of Application Violation – P Olive – Action** postponed until the November Board business meeting.
- D. Board Resolution – 15% Landscape Rock Rule – Discussion** *On motion duly made and seconded (Batchelor/Felton) the Board voted unanimously to direct HOA Counsel Gottlieb to draft a letter to the members regarding the gravel Landscaping policy (15% Landscape Rock Rule).*
- E. Oakmont Fitness Center (OFC) Request For Required \$15 Orientation Fee – Discussion – V Katz** *On motion duly made and seconded (Leznik/Hermann) the Board voted (2 “For” Leznik & Hermann; 4 “Opposed”) in the majority to decline the Fitness Center request for OVA to collect a \$15 Fitness Center Orientation Fee from new member/residents to subsidize the Fitness Trainer’s salary. The motion failed.*

HOA Counsel **Gottlieb** suggested AM **Turner** contact OVA Attorney **Hirsch** for his legal opinion regarding the proposal and report to the Board as soon as possible.

- F. Acct #13702-896-01 Write-Off Uncollectable \$427.57 Bank Foreclosure** *On motion duly made and seconded (Strunka/Hermann) the Board voted unanimously to write-off uncollectable account assessments of \$427.57 due to bank foreclosure.*
- Acct #13701-219-01 Refer to Collection - Code Enforcement Action** *On motion duly made and seconded (Altman/Batchelor) the Board voted unanimously to refer the subject account to collection due to code enforcement.*

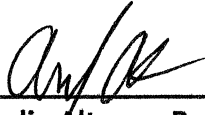
#### **11. Future Board Meeting Agenda Recommendations**

- A. HO Request for Public Hearing re AC Lack of Application Violation – P Olive.**
- B. Rodents.**
- C. Fitness Center \$15 Orientation fee.**

**12. Review Meeting's Task-Master List**

- A. HOA Counsel **Gottlieb**** to revise and send the Board their suggested revisions to the Draft Election & Voting Rules.
- B. Oakmont Community Garden Club (OCGC) & Facility Manager **Aubert**** to determine estimated costs to the Board for expanding the Community Garden.
- C. HOA Counsel **Gottlieb**** to prepare and present to the Board a letter to the members regarding the 15% Landscape Rock Rule. a legal covenant
- D. **AM Turner**** to contact OVA Counsel **Hirsch** for legal opinion about \$15 Fitness Center Orientation fee and report to Board.

**13. Adjournment** – President **Altman** adjourned the meeting at 5:37 PM.

  
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Andie Altman, President

11/17/2016   
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Date Frank Batchelor, Secretary

11/17/2016  
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Date