

**Lake Almanor Country Club
Board of Directors Meeting
At Firehall #2
SEPTEMBER 15, 2018**

Board President, Jim Craig, called this duly noticed regular meeting of the Lake Almanor Country Club Board of Directors to order at 8:30 am at the Firehall #2. There was a quorum present with Directors Ruthie Hinman, Greg Long and Ed Organ, Vice President, Steve Fleming, Treasurer/CFO, Dale Kiriaze and Secretary, Donna Smith in attendance. Also present were General Manager, Scott Devereaux and Recording Secretary, Brenda Stoner.

MEMBER COMMENT:

A member thanked Carolyn & Russ Keaveney for managing the summer concerts and appreciated the board's consideration to have concerts on Saturdays. He also said he is not benefiting much from the Verizon cell tower.

SECRETARY'S REPORT:

Long made a motion to approve the minutes of the August 18, 2018 regular Board of Directors meeting. Hinman seconded the motion, which passed unanimously.

Fleming made a motion to approve the minutes of the August 18, 2018 special executive session of the Board of Directors meeting. Long seconded the motion, which passed unanimously.

Secretary, Donna Smith read a statement aloud, to the members and said in the Special Executive Session of August 18, 2018, the Board of Directors of the Lake Almanor Country Club discussed a variance request, a parking pad issue, personnel and legal issues.

CORRESPONDENCE

There was a letter from the California Legislative Action Committee for the Community Association Institute requesting support from HOA's. They monitor legislation and educate elected state lawmakers and help protect the interests of those living in community associations. Devereaux said they are requesting \$1 a door, which is \$1,831. He thinks this is something the board may want to think about.

We received a letter from Willow Oaks Golf Club in Red Bluff asking to have a brainstorming meeting to discuss common problems, we both may have, and are unable to solve. They also would like to send people to play golf at LACC in the Summer and we can, in turn, send people to them that want to play in the Winter. Devereaux said he will set up a meeting with them and discuss their request.

FINANCIAL REPORT:

Dale Kiriaze gave the financial report. This report can be found on the LACC website.

COMMITTEE REPORTS:

Architectural Committee Chair, Cliff Shelton gave the report for August. He said they didn't review any variances in August. They have approved a total year-to-date of 2 and denied 1, which was the same at this time last year. They reviewed and approved 8 Plans for permit to construct in August for a year-to-date total of 68, which was 67 at this same time last year.

Clubhouse Committee Chair, Joanne Ness was absent and Smith gave the report. She said the "Paint and Wine" will be held October 1st & tickets are \$60 each and can be purchased at the Office. The next dinner dance, Boot-Scootin' Mexican Fiesta & Dance, is scheduled for October 6th and tickets are available at the Bar and the Office. The Halloween Dinner Dance is scheduled for October 27th. The committee is also planning to have a Chili Cookoff, Clam Chowder Cookoff, a Cinco de Mayo event and a Kentucky Derby at a later date.

Finance Committee Chair, Mac Hinman, said the committee will have a meeting on September 25th in the LACC conference room at 2:00 pm.

Firewise Committee Chair, Barbara MacArthur, gave the report. She said they had a meeting this month and wanted Carlos Espana to give a short update to the board. Carlos said a few things have happened regarding the Shaded Fuel Break that the Board approved last month. They submitted the report to the owner of property that is involved and found out they have been in contact with Collins Pines to harvest their property. They are still open to the idea of the shaded fuel break, but he thinks they will probably go for the harvesting since it will provide them with more revenue. The committee has put together a draft grant application, but has since found out that the grant never funded last year. The golf course looks like a really good fuel break and there are just a few parcels that would need thinning, to make it complete. The 12-acre parcel is one of them and the committee may be able to acquire some grant funds for this project. The firewise committee has 3 recommendations for the Board:

1. They are not a separate department and therefore request the monies they need go into the Reserve Fund to be available for them to use later.
2. The resources they had on the previous website have not been transferred to new website. They recommend making these resources available on the new website.
3. Governing documents should be updated and enforced. They would like to have separate meetings with the Board so the committee can explain their issues in more detail.

Golf Committee Chair, Rich Moore was absent. Devereaux said the committee met last week and the leagues are working on getting new officers for next year. The committee is creating a calendar which will be reviewed and then placed on the website. They had a few complaints like crabgrass and watering too much which has been resolved. Hole 6 will be converted to a PAR4 next year for the men. Art received kudos for moving an *out of bound* stake further out. Aerification will take place October 1st & 2nd.

Long Range Planning Committee Chair, Mark Cramer gave a report. He said they have been working on the survey for the strategic plan. He said he attended one of the focus group

meetings. He spoke in more detail about the wants and needs of the members that need to be considered, i.e., clubhouse expansion, swimming pool, fitness center, & more. He asked the board to continue the work they are doing on the survey and asked the audience to take part and have an active interest in reaching out to understand the importance. He hopes the survey responses will be significantly more than 60%. A lot of what the committee is working on is not free, so they are also looking into creating a Capital Plan.

Music Director, Carolyn Keaveney, gave the report. She thanked all the maintenance crew for the end of the year concert. She said they had a good season with great support from Security, volunteers and all who donated. Next year, the first concert will be June 30 and the 4th of July concert will be on July 7th and Decades will be performing. They are hoping to have Blue Monsters, Thunder Cover & Voo Doo Dogs return next year. The raffle revenue for the Labor Day concert was just over \$5,000.

Personnel Committee chair, Irene Blomgren, gave the report. She said they have had a very busy month. Ann Nelson completed security staff interviews and a report has been given to Devereaux. New procedures will be put in place and additional training will be provided. The Employee Appreciate Luncheon for all the staff will be Tuesday, September 18th at REC1. Bakey suggested an employee recognition program. Breakthrough Training was brought in earlier in the week for all staff members and Devereaux is considering specific 2-day training for Managers in Reno.

Pickleball Committee Co-Chair, Mary Craig gave the report. She said they had a very good season. Friends of Pickleball donated a basket to the band shell raffle. The Sports Center sold all but 2 t-shirts and 1 duffle bag. Karl Behring has been hired as the Tennis/Pickleball Instructor for next year.

Security Committee Chair, Phil Culcasi gave the report. He said the committee met on September 7th and there wasn't enough time to get the information into the Board packets. Despite the large amount of people on Labor Day, there were no major problems. They discussed yearly registration fees for off-road vehicles. The committee wants to work with owners of these vehicles as opposed to restricting access to all of these types of vehicles. The committee completed their budget items and submitted them for the 2019 budget which included Member ID cards.

GENERAL MANAGER'S REPORT:

Devereaux wanted to thank all the committees and the people on those committees for all the work they do.

He said things are winding down since Labor Day is behind us now.

Last month the Board approved 9 AED's for \$12,000 and we got 10 of them for \$4,925. Kudos to Margo Ormiston, in the administrative office, for finding a better deal and saving the club money.

He spoke about the Shaded Fuel Break that was approved last month and trying to approve this in the current budget to set aside the money.

Devereaux received the 450-page draft of the Reserve study which he will be going through shortly. The Browning Reserve Group is recommending \$833,850 be funded to the reserve next year, which is \$39,000 more than we have budgeted. After next year and for the next 2 years to follow, they are suggesting a 9% increase in funding per year. They anticipate we would be 18% funded by the end of next year, which is not enough, in his opinion.

Devereaux said we had staff training on Wednesday and it was awesome. They had a very interactive program that involved everyone and a Customer Service Plan has been developed out of this. In the afternoon session of training, the managers worked on *9 steps to completion* which pertains to completing the plan and goals.

The website is still a work in progress and will take some time to get up and running. The website has approximately 650 people signed up as users. Organ commented to make sure you set your personal settings for the website so that you receive the information want to get from the website. Jessie King was recognized for her efforts on the development of the new site.

The survey for the Strategic Plan is now in its 5th draft and Devereaux believes they have identified the company that will do the online survey.

Stoner and Devereaux have a meeting scheduled with Norm Wilson who is the gentleman that rents all kinds of sports equipment and water craft.

Draft I of the Budget has been completed and the Board will go over this draft in the executive session later today. Draft II will be ready for the Town hall meeting at the end of the month and at an open membership meeting on Saturday, October 6th at 8:30 FH2 and then will be approved at the October 20th Board Meeting.

Unfinished Business

Rule Change – Dogs on Beach Road

Devereaux said that after sending out a notice to all members regarding a rule change for dogs on Beach Road, they had received 80 responses. Presently, dogs are not allowed in the recreation areas, on the tennis courts or on the golf course.

Hinman made a motion to change the Member Handbook section 4.1.4 to read as follows:

4.1.4 Dogs are not allowed on the golf course, tennis courts, or in the recreation areas (except for the paved portion of Beach Road).

Fleming seconded the motion. Discussion followed. The motion passed unanimously

New Business:

Unanticipated Reserve Expenses

a. Clubhouse grease trap

Devereaux explained the Clubhouse grease trap problem and how it hasn't been working well for a long time and needs to be replaced. He has received two bids and is waiting for a 3rd and they range from \$7,000 to \$22,000. Devereaux would like to get a motion from the board to allow the General Manager to select one of the 3 bids and proceed with the project, not to exceed \$22,000. Smith made a motion to allow Devereaux to proceed with the project to replace the grease trap at the clubhouse not to exceed \$22,000. Hinman seconded the motion. Discussion followed. The motion passed unanimously

b. Golf range picker

Devereaux said that we have been using an old golf cart which was converted to a golf ball picker and it has become increasingly difficult to keep it running and has even injured an employee, which is a safety concern. He said it is time to purchase a new piece of equipment. Dunkason received a quote to replace this piece of equipment from Yamaha, who is a provider of our current golf carts, and provided a quote of \$9,500 to replace this item. Fleming made a motion to authorize the General Manager to accept the proposal from Yamaha (Brian Jones) to purchase a 2019 Yamaha UMAX range utility car for \$9,491.63. Funds to come from the reserve account. Long seconded the motion. Discussion followed. Motion passed 6-1 (Kiriaze).

c. Flooring – Bar & Golf Shop

Devereaux said as was discussed with the Board at the recent budget hearings, staff is recommending replacement of the carpets in the bar and Golf Shop. The carpet in the Golf Shop is 16 years old and getting worn out. The carpet in the bar, while quite newer, is showing signs of excessive wear and needs to be replaced. Last year the clubhouse committee came up with an idea to install a wood look ceramic tile. After seeing the wood look ceramic tile installed at the new Shell station down the road, Stebbins made a proposal to replace the carpet in the bar with this wood look ceramic tile. The planks will be 8" x 3" and are very durable. The Golf shop likes the material as well. Devereaux said they would like to move up the time table to at least purchase the materials and decide later whether or not to install it this year or early next year. The total price \$17,500. Hinman made a motion to authorize staff to replace the carpet in the bar and Golf Shop with wood plank ceramic tile at a cost of \$17,500. Fleming seconded the motion. Discussion followed and it was suggested that the tile be laid on an anti-crack membrane. Stebbins said he would check with the contractor to make sure this membrane was included in the proposal. The motion passed unanimously.

Agreement with Broadband Agreements

Devereaux provided the board with information and an agreement that he would like to execute. The company, Broadband Agreements, helps associations with possible compensation and/or costs by negotiating bulk services with cable, fiber, telephone and satellite providers. Devereaux spoke to Mr. Fussell after the last CA-CAI legal seminar he attended and Mr. Fussell was willing to take a look at our situation and make a few calls on our behalf. There is no risk for him to try to do something for us. Smith made a motion to authorize the General Manager to execute an agreement with Broadband Agreements for the purpose of determining if there might be a company willing to provide us with cable, internet, etc. services under a better

arrangement than our present providers. Long seconded the motion. Discussion followed. The motion passed unanimously.

Water Quality Update – Aaron Seandel

Seandel asked the board for their continuation of support from the HOA which is equivalent to \$3/lot to maintain water quality sampling and health program we have at present. This money that has been allocated over the past 20-30 years, was once \$1/lot and was increased in 2010 to \$3/lot. The cost for sampling of the lake is born by Department of Water Resources. They have spent \$26,000 to \$64,000 per year doing sampling at 4 stations in lake, 4 times a year, which includes their expenses of getting here, the boats that are used, paying their personnel, lab testing, gathering information and sitting down with an analyst to review the information to report. He asked for this same support to help the Lake Almanor Watershed Group in data collection, analysis of trends, achieving information to be used by decision makers and to help prepare the final report. Lake Almanor West also pays the same fee as LACC. Seandel said that more information is available at the following website:

<https://sierrainstitute.us/program/lake-almanor-watershed-group/>

This meeting adjourned at 10:00 am. The next regular meeting of the Lake Almanor Country Club Board of Directors is scheduled for October 20, 2018 to be held at Firehall #2 at 8:30 am.

Respectfully submitted,
Brenda Stoner
Recording Secretary

Approved:

Donna Smith, Secretary