WEST ALMANOR COMMUNITY CLUB

BOARD MEETING MINUTES

Thursday, August 27, 2020

10:00 AM

Via Teleconference

**Directors Present:** President Phil Springfield, Treasurer Kathy Hass, Kris Mehan, Director at Large Larry Gibbs and Vice President Frank Neth

**Staff Present:** Association Manager Jennifer Treff and On Site Office Manager Sonja Anderson

1. **Call to Order:** A quorum being present, the President called the meeting to order at 10:03AM.
2. **Approval of the Regular Minutes from July 28, 2020:** The minutes were approved as amended. (M/S/P)
3. **Announcements:**
4. **Correspondence:**
5. **Staff And Committee Reports**
6. **Association Manager:** 2 CC&R violation letters have gone out to members concerning the clean-up of their property. The 2nd round notices for property clean-up are due any time from the fire chief. There were 4 properties in collections, 2 of which have paid their accounts in full, the third property is on a payment plan and they are current in their payments. 2 of the 4 pieces of equipment approved for purchase are here. In Executive Session the Board will be looking at bids for replacing the maintenance entrance driveway, as well as bids for the maintenance and repair of the Clubhouse parking lot and the rec area parking lot. The Board will also be looking at golf cart replacement and the possibility of replacing the yardage distance markers.

1. **Golf Course Superintendent/Facilities Manager:** Staffing continues to be an issue. 3 new employees have been hired, one of which has already quit. Training the new staff is very important. The new fairway mower is here. The staff has been leveling sprinkler heads as well as leveling other areas around the fairways and greens. They have been hand watering and fertilizing. They are going to use a new granular for the broad leaf weeds. The humidity is causing unfamiliar or unknown fungus on the greens. A schedule will be created for aerification and fertilizing of the entire golf course.
2. **Almanor West Grill:** The Grill’s last day will be September 6th with the same hours of 11-3. There have been some internet issues causing 1 or 2 charge sales to not clear for a day or two. The bestselling food item is the Club Sandwich and the Cobb Salad. The Rueben Fries are the least favorite. It has been a good season despite all of the COVID requirements.
3. **ProShop:** The ProShop has been experiencing issues with the software program. Some guests are getting charged twice when using a credit card. Brandie and Darcy at The Hignell Company are working out the problem and crediting guests where necessary. There are only 4 employees left working in the ProShop. The ProShop hours will be shrinking as the season progresses. The Honor Box will be available when the ProShop is closed. There are “end of the season” mark downs in apparel. The golf balls are selling out. As of 8/26/20 inventory is at $12,129.07. ProShop sales are up $31,502 from last year, rounds of golf are up 1474 rounds from a year ago and retail sales are down $207 from a year ago.
4. **Architectural Committee:** There have been 4 tree removal requests, 1 new garage request and 1 repainting request all approved this last month.
5. **LAWCC Auxiliary:** All Auxiliary functions to date have been cancelled because of COVID-19 restrictions.
6. **Treasurer’s Report:** Year to Date 7/31/2020

 Replacement Reserve Balance - $1,129,692.82

 Combined Operations:

 Total Revenue = $782,887.44 Operating Costs = ($418,355.50) Operating Income = $364,531.94

 Administrative/Common Area

 Total Revenue = $547,621.90 Operating Costs = ($143,390.42) Operating Income = $404,231.48

 Grill

 Total Revenue = $24,297.55 Operating Costs = ($43,893.90) Operating Loss = ($19,596.35)

 Golf Course/ProShop

 Total Revenue= $210,967.99 Operating Costs = ($231,071.18) Operating Loss = ($20,103.19)

 Overall revenue is 88% of projected budget while expenses are 47% of projected budget. Due

 to COVID-19 issues, County/State mandates will require additional supply expenses and

 changes in personnel operations to meet mitigation guidelines. Electrical cost are up across

 the board. (M/S/P 5:0)

1. **Firewise 2019 Update:**  There will not be an annual Firewise Community meeting due to COVID. Check out the website for more information on what it means to be a Firewise Community. Be sure and record your hours and expenses on line, to maintain the communities Firewise status those hours and expenses are needed. It is very important to have a defensible space surrounding your home, those guidelines can be found on the website.
2. **Old Business:**

**A. Boat Ramp Gate:** Larry Gibbs is working on presenting information to the Board concerning the feasibility and costs associated with installing a gate at the boat ramp. Gate Finders in Chico can provide an aluminum armed gate that would function using a card or a window tape. Larry will check into the feasibility of a solar gate as lack of electrical power is an issue. Larry will provide additional information at the next meeting.

**B. Pickleball Court Relining:** Kris and Frank are waiting on bids to come back. 4 pickleball courts will fit on one tennis court even with changing the direction of the courts. More information will be given at the next meeting.

1. **New Business:**
2. **Water Quality Presentation and Donation Request:** Moorea Stout, Director of Development at Sierra Institute gave a report concerning the water quality of Lake Almanor. Susan Riney is the LAW liaison for the Lake Almanor Watershed group. The collaboration between the Fishing Association and the Watershed group is outstanding. For more information go to sierrainstitue.us and look under the tab labeled “State of the Lake”. Our donation of $3 per property is an investment in the lakes future. (M/S/P)
3. **Schedule Facility Tour Date:** The 2020 Facility Tour will take place directly after the September Board meetings.
4. **Members Forum:**
5. **Adjourn Meeting:** The meeting was adjourned at 11:14 AM. Next Regular Board Meeting – September 24, 2020 at 10AM at the Clubhouse. Seating will be limited. Masks are required.

Respectfully Submitted,

Kris Mehan, Secretary

As Prepared by Sonja Anderson

On Site Office Manager