WEST ALMANOR COMMUNITY CLUB

BOARD MEETING MINUTES

Tuesday, May 28, 2019

10:00 AM

Clubhouse, 111 Slim Drive

**Directors Present:** President Phil Springfield, Vice President Frank Neth, Treasurer Kathy Hass, Secretary Kim Mullikin and Director at Large Jim Regimbal (via phone)

**Staff Present:** , ProShop Manager Brandie DeRuiter, Restaurant Manager Antonio Mejia,

Association Manager Jennifer Treff and On Site Office Manager Sonja Anderson

**Staff Absent:** Golf Course Superintendent & Facilities Manager Josh Voboril was excused

1. **Call to Order:** A quorum being present, the President called the meeting to order at 10:00AM.
2. **Approval of the Regular Boar Minutes from April 23rd and Executive Session Board Minutes from April 23rd and 24th, 2019:** The minutes were approved as written. Under Contracts in Executive Session held on the 23rd of April the purchase of a Yamaha Utility car was approved in the amount of $10,993.13 as well as new range picker baskets for $2,206.61. The Board also approved the replacement of a new awning at the Clubhouse. The welding and awning will cost $5850.00. Legal was discussed with no action taken. No action was taken during the Executive Session held on the 24th of April.
3. **Announcements:**
4. **Correspondence:**
5. **Staff And Committee Reports**
6. **Association Manager:** The office is working on CC&R violation letters for those not complying with the tenant registration policy. There are 24 delinquent accounts.

1. **Golf Course Superintendent/Facilities Manager:** The course is in great shape. A couple of new employees have been hired.
2. **Almanor West Grill:** The Grill hours will change to 11am to 5pm and they will continue to be closed on Mondays and Tuesdays. Manager Mejia asked if he might be able to hire a couple more part time employees for when the restaurant got busier. Dinners will be available once daily totals increase.
3. **ProShop:** Proshop Manager DeRuiter reported that annual passes and annual cart sales are up from last year. Rounds of golf played are down. This is attributed to the late opening due to weather. Aaron Gausamel is available for lessons. Sign-ups for lessons in the ProShop. Electrical issues at the charging stations are going to be taken care of by a licensed electrician.
4. **Architectural Committee:** There have been 6 tree removal requests approved, and one new house and garage approved.
5. **LAWCC Auxiliary:** There was a good turnout at the Cinco de Mayo dinner. The Welcome Back Dinner is on June 22nd. The cost is $16. Get your money in soon. Membership is down but there is still time to join the Auxiliary. Contact any LAWCC Auxiliary board member or the WACC office to do so.
6. **Treasurer’s Report:** The following Treasurers Report was approved by the Board.

Report is YTD 04/31/19

Replacement Reserve Balance - $1,132,343.50

Combined Operations:

Total Revenue = $556,594.73 Operating Costs = ($128,117.71) Operating Income = $428,477.02

Administrative/Common Area

Total Revenue = $556,544.04 Operating Costs = ($69,849.45) Operating Income = $486,694.59

Grill

Total Revenue = $ 25.00 Operating Costs = ($7,093.73) Operating Loss = ($7,068.73)

Golf Course/ProShop

Total Revenue= $264,797.12 Operating Costs = ($368,898.97) Operating Loss = ($104,101.85)

(M/S/P 5:0)

1. **Firewise 2019 Update:** On Thursday, May 30th there is a Firewise film on the recent fires at the Clubhouse at 6pm and all members are welcome to attend. There will be a panel of experts to answer questions and offer insight. At 10am the same say there will be a Firewise meeting to walk with a forester to show the need for improvements to the areas surrounding WACC.
2. **Old Business:**
3. **WACC Insurance Renewal:** Rates forCommercial insurance was sought and the Association’s new insurance agent is Sage Creek Insurance from Chester.
4. **Reserve Replacement Prioritization:** The Board is dedicated to watching the replacement fund and staying within and/or replacing only those items which have reached the end of their use.
5. **Rules and Regulations –** Developed Property Clean-up Guidelines: The CalFire Notice of Defensible Space Inspection formwas distributed.Fire Chief Fluke will be monitoring developed properties as well as undeveloped properties.
6. **New Business:**
7. **Lake Almanor Water Quality Report:** Aaron Seandel spoke about lake levels, and planned electrical outages by PG&E. Lake Almanor has not had any issues concerning quagga and zebra mussels. Studies of waterways after a catastrophic event are being done. The Board voted to donate $3 per parcel to Sierra Institute so that they may continue monitoring the lake and connected waterways. (M/S/P5:0)
8. **Policy 22 – Assessment Collection Policy:** Jennifer Treff gave the Board several examples of collection policies as well as the current WACC assessment collection policy for their review. Discussion will take place at the next board meeting to align the assessment collection policy.
9. **WAMWCO request to add generator on a concrete pad:** The water company requested approval to purchase and place a generator at pump house #5. They will follow architectural guidelines and get approval for placement by the architectural committee. (M/S/P5:0)
10. **Appfolio Demonstration:** Members were encouraged to activate their portal sent by the Hignell Company. Once the members account is activated they have control over payments, updating their information and emailing from the software program.
11. **Members Forum:**
12. **Adjourn Meeting:** The meeting was adjourned at 11:53AM. Next Regular Board Meeting – June 25, 2019 at 9AM at the Clubhouse

Respectfully Submitted,

Kim Mullikin, Secretary

As Prepared by Sonja Anderson

On Site Office Manager