WEST ALMANOR COMMUNITY CLUB

BOARD MEETING MINUTES

May 29, 2018

10:00 AM

CLUBHOUSE

111 SLIM DRIVE

**DIRECTORS PRESENT:** President Phil Springfield, Vice President Frank Neth, Treasurer Don Van Alen, and Director at Large Jim Regimbal

**DIRECTORS ABSENT:** Secretary Barbara Ames

**STAFF PRESENT:** Association Manager Jennifer Treff,, On Site Office Manager Sonja Anderson, and Golf Course Superintendent/Facilities Manager Josh Voboril, ProShop Manager Ryan Trask, Chef Nikole Machado

**STAFF ABSENT:**

1. **Call to Order:** A quorum being present, the meeting was called to order at 10:00AM.
2. **Approval of Regular Board Minutes from April 24, 2018, and Executive Session Minutes from May 22, 2018 and Emergency Meeting held on May 8, 2018 –** The regular and the executive Board minutes were approved as amended. The Emergency Board minutes were approved as written.In Executive Session on May 22 no action was taken. The emergency meeting held on May 8th was held via teleconference. A bid was sought from ServPro to do mold containment and air scrubbing at the Clubhouse. (M/S/P 4:0)
3. **Announcements:** The ProShop is open but roped off for safety purposes. The railing is being removed from the patio so that the carpet can be replaced. The Board of Equalization met with the WACC attorney to discuss the appeal of double taxation of the common areas in the community.Their decision is forthcoming via mail.There are 3 upcoming Board vacancies and ballots are being sent out for members to vote.
4. **Correspondence:**
5. **Staff and Committee Reports**
6. **Association Manager:** There are no new CC&R violation letters to report on. Randy Fluke is working on lot clean-up violations. There are 13 delinquent accounts, all of which have been sent final notices. Ballots for the upcoming election are being mailed this week. The tennis court restrooms are complete except for the roofing. The maintenance restrooms have been put on hold to allow Gallegos Construction to work on the kitchen flooring and patio carpet at the Clubhouse. The kitchen flooring is almost completed. The patio carpet is in the process of being replaced. The corner stakes are in at the rec area for the paver project. The contractor will be there to get the work done soon. The staining projects are put on hold until Gallegos Construction can get to them.
7. **Golf Course Superintendent/Facilities Manager:** The golf course employees are working hard. They are down one employee and are seeking someone who wants to work. The position is for rec area maintenance/privacy patrol.
8. **Almanor West Grill Report:** The Chef and fellow employees are working hard. The Grill still needs a part time cook. There is a new menu with many new choices for lunch and breakfast. Sonja will post the menu to the website.
9. **ProShop Report:** The ProShop is receiving lots of positive comments about the conditions of the golf course. It has been a wet month. Junior camp will be held the week of the 4th of July. Mount Huff wants to do a Memorial Day Tournament on Saturday of Memorial weekend in 2019. The feasibility and logistics will have to be worked out. There is new merchandise in the shop. There are monthly golfing specials.
10. **Architectural Committee Report:** There has been one tree removal request, 1 deck and roof request, one roof and tree request, all of which were approved.
11. **LAW Auxiliary:** The next meeting will be June 13th at the Clubhouse at 9:30AM. The Welcome Back dinner will be held June 9th and the cost is $16.00. Get your payments in as soon as possible.
12. **Treasurer Report:** Information is Year to Date 4/30/18

Replacement Reserve Balance - $1,186,076

 Combined Operations:

 Total Revenue = $421,720 Operating Costs = $126,050 Operating Income = $295,670

 Administrative/Common Area

 Total Revenue = $378,958 Operating Costs = $63,132 Operating Income = $315,826

 Grill

 Revenue = $0 (not open yet) Operating Costs =$7,200 Operating Income = ($7,200)

 Golf Course/ProShop

 Revenue = $42,762 Operating Costs = $55,718 Operating Income =($12,956)

1. **Firewise 2018 Update:** A Firewise Coordinator is needed. A coordinator is needed to maintain our Firewise classification. An educational event needs to be held to continue our qualification. Contact the office if you are interested in volunteering for this worthwhile position.

1. **Old Business**
2. **CC&R Review,/Policy 60 Committee Update:** Frank Neth will call a meeting of the committee in June. Volunteers on the committee are Frank Neth, Jim Regimbal, Gary Kluge, Carol Bornhorst, Joyce Rauschupt, and Sharron Auge.
3. **New Business:**
4. **Appoint Inspector of Elections:** The Hignell Company was appointed as the Inspector of Elections. (M/S/P 4:0)
5. **Automated External Defibrillators:** Dick Horn reported about the advantages of having defibrillators available for employees to use should the need arise. If the Board elects to budget for them, the fire department would provide the necessary training and maintenance.

1. **Members Forum**

**9.0 Adjourn Meeting –** Meeting adjourned at 10:46AM- Next meeting will be June 26th, 2018 at 9AM at the Clubhouse.

Respectfully Submitted,

Sonja Anderson

On Site Office Manager

The Hignell Companies