**CARNELIAN WOODS TOWNHOUSE ASSOCIATION**

TO: CARNELIAN WOODS TOWNHOUSE ASSOCIATION BOARD OF DIRECTORS

FROM: CARY OKUMURA, BOARD SECRETARY

CARNELIAN BAY, CA. 96140

**SUBJECT: MINUTES OF BOARD MEETING OF Saturday August 8, 2020 via ZOOM conference call**

The meeting was called to order at 9:00 AM by Board President Mike Proffitt.

Members present: Proffitt, Barry, Sullivan, Shuff, Fox, Hubachek, Witt

By Phone: Okumura

Not in attendance: Geoff Simcoe

Guests: Larry Nowels, Carlos Sanchez, Don Adams

Thank you Larry & Carlos for setting up & facilitating this ZOOM meeting

Project Manager: Don Bemiss

1. **Secretary’s Report – (Cary Okumura)**
2. Approval of minutes for the previous BoD meeting of Saturday, May 30, 2020
   1. Motion to approve: Sullivan, 2nd Shuff; Motion Approved
3. **Treasurer’s Report – (Dave Sullivan)**
4. Financial Report: May 2020 was reviewed. Nothing outstanding at this time
5. Financial Report: June 2020 was reviewed. Nothing outstanding at this time
6. Financial Report: Jan 2020, Not reviewed @ 5/30/20 BoD, Nothing outstanding at this time
   1. Motion to Approve January, May, June 2020; Shuff, 2nd Hubachek; Approved.
7. Capital Reserve Account Reviewed without concern
8. Proposed Budget 2020/2021 and 2021/2022
   1. Reviewed with some formula errors. Perry & Dave will review & resend. Resent and included in Homeowners Packet for the upcoming September 12 Annual Homeowners Meeting
      1. A 2% increase in dues is proposed to cover the proposed budget.
      2. A Pest Mitigation line item was included.
9. **Security Committee – (Don Bemiss)**
   1. Nothing to report.
10. **Insurance Committee – (Greg Hubachek)** 
    1. CWTA increased the building replacement cost by $2M & increased our premium to represent this increase.
       1. We will likely increase our building replacement costs in the future to reach a goal of $260/SF
11. **Architectural Committee – (Cary Okumura)**
    1. Unit #148 Fox, request for a new 1st level window was reviewed & approved by the ACC. No issues were found. Plan & Elevations were sent to the board for acknowledgement.
    2. Cary proposed that Jack Venable become the new Chair of the ACC. Accepted by the board.
12. **Local Outreach/Government Agencies – (Kathy Witt)** 
    1. Kansas McGahan (Sr. Civil Eng. Placer Co.) presented information regarding bike paths that may affect CW. Earliest timetable to be 2022. Proposed bike path from Tahoe Vista to Dollar Point.
       1. It was requested that she bring more detailed options as they become more available.
       2. Concerns raised were the CW Par Course & that public parking affecting CW.
    2. STR (Short Term Rental) resumed with specific guidelines.
13. **Forestry Committee – (Celia Barry)**
    1. Forestry Report: Bruce Seybold will submit a Forestry Report around mid-August.
       1. Flammable shrub remediation is progressing by staff at upper units, lower units beginning.
    2. CWTA submitted a grant request to California Fire Safe Council for $80K ($40K to be CW match). Preliminary awards in August.
    3. CW was invited to participate in 2 community discussions about fire prevention efforts. ZOOM meeting June 16th
14. **Hospitality Committee – (Cat Fox by Perry)**
15. On hold until Covid 19 restrictions for assemblies by Placer County is clear.
16. **Communications Committee – (Mike Proffitt)**
    1. All new HO’s have been sent a Welcome letter.
    2. The last Communicator was sent out in June. The next in August.
    3. Board members ‘Call List & talking Points’ to be sent out later this month
17. **Strategic Plan – (Lee Shuff)**
    1. A Projected Spreadsheet for 5 years was reviewed by the board. To be reworked by Dave & Perry & sent to BoD.
    2. Strategic Planning Committee meetings ‘On Hold” for now.
18. **Project Managers Report (Don Bemiss)**
    1. PM Report, August 8th:
       1. Don, Ray, Brandon became ill. Lodge & pool closed for 2 week quarantine. Now reopened with restricted hours
       2. All upper units Pest Mitigated. Units 11-20 next.
          1. Units 146 & 121 roof removal, clean out, disinfect, new roof.
          2. Units 1 – 76 to be done ASAP.
          3. Pest mitigation may become a yearly maintenance expense.
       3. CWS work for units 24, 57, 37
       4. Fence extension to CW work area.
       5. Misc. painting at lodge & bocce court.
       6. 6 balconies completed.
       7. Don raised issue re: 1st Accommodation, access key control. CWTA must have access to all units & areas.
19. **Old Business** 
    1. A Capital Reserve Study for the Browning Reserve Group is in progress. Don & Lee are working with & continue working with the group.
20. **New Business**
    1. Upcoming September HOs Meeting was discussed if Covid 19 restrictions were still in place.
       1. ZOOM meeting is not the way to go. Alternatives under review.
    2. Upcoming board member ending terms (Kathy, Dave, Lee). 4 people are nominated for the 3 positions.
    3. Staff reviews in progress.
21. **Next Board Meetings**
22. BoD Members Dinner Sept. 11th cancelled due to Covid19.
    * 1. Motion to cancel: Fox, 2nd Shuff: Approved.
23. BoD Meeting; Saturday August 8, 2020; 9 AM (at Lodge)
24. Homeowners Meeting Sept 12th (at Lodge) BoD members to be present. Homeowners still TBD.
25. BoD Meeting; Sunday Sept 13, 2020; 9 AM (at Lodge or ZOOM)

Motion to adjourn 8/8/20 Board Meeting; Shuff; 2nd fox; Motion Approved.

Cary Okumura, Secretary CWTA