

Dollar Point Association
Board of Directors Meeting
Dollar Hill Professional Building
3000 North Lake Blvd., Suite 4, Tahoe City, CA
March 5, 2015
Final Minutes

1. Call Meeting to Order

President Mitch Packard called the meeting to order at 1:00 PM. A quorum was established. Board members present were Mitch Packard, Pat Cala, Debbie Nicholson, Carol Wilmar, Lynn Thompson, and Steve Owles. Member absent was Peter Newell. Others present were Debbie Wolf, Association Manager, who took the minutes, and Dean Headley, Legal Counsel. Guest present was Susan Driscoll from Aegis Insurance Markets.

Email Actions: There were no email actions to ratify and acknowledge.

2. Approval of Draft Minutes from January 26, 2015

It was moved by Steve Owles and seconded by Carol Wilmar to approve the January 26, 2015 minutes as modified. Motion carried unanimously 6-0.

3. Insurance Review for 2015

Susan Driscoll presented a 2015 renewal summary for the DPA insurance policies that expire on March 31, 2015. The Philadelphia renewal proposal shows a 1% total increase in premium. The Directors & Officers Liability renewal quote is pending, as is the Crime renewal quote. She does not expect significant increase in these premiums. However, the worker's compensation with State Fund is likely to increase. Dean asked about the non-owned auto coverage for seasonal employees. Susan said she was happy with the current language. Dean would like this issue revisited with the insurance carrier regarding seasonal employees. Susan expressed no concern of the issue, but agreed to get further confirmation from the insurance carrier. Susan suggested limiting the errands done by seasonal staff in their own vehicles. The Board requested an electronic copy be sent from Aegis of the current Philadelphia package and umbrella policy for review. Physical damage coverage for the Boston Whaler and dinghy were also questioned. Dean and Lynn will review the exclusions once received from Aegis. The Board thanked Susan for her presentation and she left the meeting at 1:50 PM.

Debbie Nicholson reported that she consulted with a broker out of Incline Village, and he confirmed that we currently have a good insurance company. A broker with Farmers Insurance in Tahoe City was also consulted, but could not offer any additional insurance options. The Board agreed that other options were explored and confirmed that Philadelphia through Aegis Insurance Markets is the Association's best option.

It was moved by Debbie Nicholson and seconded by Steve Owles to renew with Aegis as our broker and Philadelphia and State Fund subject to Dean and Lynn's review of the exclusions. Motion carried unanimously 6-0.

4. President's Report

a. Pool Improvement Bids

The Board discussed Toot Joslin's revised pool improvement bid. Adams Pool Specialties from Sacramento provided the second bid. The Board consensus was to award the bid to Toot Joslin.

It was moved by Mitch Packard and seconded by Carol Wilmar to approve Toot's contract proposal in the amount of \$112,275.00 for 2015 pool improvements to start after Labor Day. Motion carried unanimously 6-0.

Doug Greenwood arrived at 2:15 PM to participate in discussion for the gate lock system bids.

b. Gate Lock System Bids

Debbie Wolf reported that she met with Mike Sullivan from Lake Tahoe Lockshop, who recommends a Schlage AD 400 gate lock system. He was very efficient and knowledgeable. Doug expressed concern that the specs he looked at on-line of the product did not include wireless connection. The bid from Alpine Lock & Key was also reviewed. Doug will talk to Mike directly to find out the exact specs of the product. Doug and Debbie will make a recommendation to the Board once the Schlage bid is presented, and it will be voted on by email action. Doug left the meeting at 3:00 PM.

The Board further discussed that the gate lock to the lower tennis courts is no longer working. Dean and Debbie will continue to monitor the use of the tennis courts until the new gate lock system is put in place.

5. Pool Committee Report

a. Art & Wine 2015

Carol commented that there may be heavy use of the pool activities this year due to the low water level at the beach. She reported that the Art Tour has been moved to September this year, but we would still need to hold the event in July for the DPA members. She asked for approval from the Board for a budget of \$3,000.00 for the caterer and wine for the Art & Wine event. Sign-up sheets for the event were discussed. It was suggested that member participation could be more closely monitored.

It was moved by Mitch Packard and seconded by Debbie Nicholson to approve the \$3,000.00 budget for the 2015 Art & Wine event. Motion carried unanimously 6-0.

b. Pool Decking Hazard

Carol reported that there is a possible tripping hazard at the pool where some of the concrete has sunk. This is located at the back of the pool to the left of the diving board. Debbie was asked to have Toot look at it to see if he can grind it down, or give his recommendation for safety repair.

6. Personnel Committee Report

a. Meeting with Kerry Bannon

Lynn reported that she, Steve, and Debbie Wolf met with Kerry and offered an increase to \$24.00/hr. for the 2015 season, and an incentive to return in 2016 with a signing bonus of \$1.00/hr. increase in 2016 to be paid retroactively for each hour worked in 2015. She would then be paid \$25.00/hr. for the 2016 season. Kerry accepted the \$24.00/hr. for this year and said she would have to think about the commitment for 2016. Kerry has asked for her title to be Recreation Manager vs. Recreation Supervisor. The Board consensus was to follow the Personnel Committee's recommendation. Kerry also asked for a raise for Jesse Chaney, her assistant, to be paid up to \$15.50/hr. The Board consensus was to raise Jesse to \$15.00/hr. If Kerry were to not return in 2016, she would be required to fully train her replacement. Pat distributed the projected wages for 2015.

It was moved by Pat Cala and seconded by Carol Wilmar to approve the title to Recreation Manager for Kerry Bannon, and to the raises and signing bonus as described above. Motion carried unanimously 6-0.

Kerry's request to hire a maintenance person in-house was also discussed. She will present a proposal to the Personnel Committee for hiring someone to clean bathrooms and do garbage removal from the beach to the pool dumpster, as well as maintaining the tennis courts. Lynn explained that Jorge will still provide repair and maintenance for the Association.

The Board further discussed Debbie Wolf's responsibility as Kerry's supervisor to approve payroll hours prior to processing by Linda Sutter. A procedure meeting will be set up with Linda, Kerry, Pat, and Debbie at the beginning of the season.

7. Beach Committee Report

a. Status of Projects

Steve reported that all projects are moving forward as scheduled. He will work with Matt Daniels in April/May to begin the work as approved by the Board. He discussed the rubber matting for the ramps, and will work with Debbie to get it ordered.

b. Court Stipulation Group Refund

The TRPA license fee collected by the Court Stipulation Group for the past five years was discussed. Jan Brisco was consulted and confirmed that TRPA was not planning to retroactively charge the buoy fee for the past years. The Board consensus was to return the monies to the group at this time, but if TRPA were to retroactively charge for past years, it would be reconsidered.

It was moved by Debbie Nicholson and seconded by Pat Cala to refund the Court Stipulation Group for TRPA fees collected from 2010 – 2014. Motion carried unanimously 6-0.

8. Landscape Improvements

a. Proposals from Sky Richardson and Peak Landscape

Further discussion is tabled until Mitch and Debbie meet with Brian from Peak Landscape to go over the landscape proposals. Lynn expressed concern about overgrown manzanita on lots in Dollar Point. Mitch, Debbie, and Lynn will meet tomorrow morning at 9:00 AM to walk the beach lots concerning defensible space.

9. Other Business

a. Nancy Newell's Passing – Donation to CurePSP Foundation

Carol proposed a \$100.00 donation in the name of Nancy Newell to the CurePSP Foundation in lieu of flowers for the family. The Board consensus was to approve this donation.

b. McClintock Accountancy End-of-Year Review

Mitch and Pat signed the end-of-year review rep letter required by McClintock Accountancy.

10. Next Meeting Time and Adjournment

The next meeting date will be scheduled in early to mid-May by a poll of the directors.

It was moved by Lynn Thompson and seconded by Debbie Nicholson to adjourn the meeting at 4:30 PM. Motion carried 6-0.

ACTION ITEMS

1. Mitch and Dean to write letter to Susan Osberg responding to her request re: entryway improvements on her property.

2. Steve Owles to coordinate with Jorge re: kayak racks, and Matt Daniels re: beach improvements; i.e. retaining wall, umbrella stands, and volleyball court.
3. Lynn and Dean to review insurance policies for exclusions.
4. Debbie and Doug to make recommendation for new gate lock system.
5. Debbie to discuss solutions with Toot re: pool decking hazard (stamped concrete).
6. Kerry to provide proposal for in-house maintenance duties.
7. Debbie to set up a procedure meeting with Linda Sutter, Kerry, and Pat re: payroll.
8. Debbie to provide refunds to Court Stipulation Group re: TRPA license fee.
9. Debbie to conduct buoy lottery March 31st, but hold off on buoy assignments until more information is known about how many buoys will be useable.
10. Debbie and Mitch to meet with Brian from Peak Landscape re: landscape proposals and defensible space work at the beach.