

Dollar Point Association
Board of Director's Meeting
May 20, 2011
Dollar Hill Professional Building
3000 N. Lake Blvd., Suite 4, Tahoe City, CA 96145
Final Minutes

Call Meeting to Order

President Anita Ormsby called the meeting to order at 2:06 p.m. A quorum was established. Board members present were Anita Ormsby, Lud Spolyar, Lynn Thompson, Harry Dolden, Bard Wilmar, and Andy Schaefer. Board member absent was Steve Snow. Others present were Debbie Wolf, DPA Office Manager and Dean Headley, Legal Counsel. Guests present were Nathan Conrad-Forrest, Recreation Manager, and Jennifer Martin, consultant with State Compensation Insurance Fund. Debbie will take the minutes.

Ratification of Email Actions

1. Pay Scale for Recreation Staff – Board approved Anita’s proposed pay scale.
2. Mumbert request for pool party on Sunday, May 29th – Board approved.

Guest Presentation

Jennifer Martin introduced herself. She is a representative from State Compensation Insurance Fund and made a presentation to the Board regarding Cal-OSHA regulations and requirements. She provided information on employee safety and how to set-up an injury prevention and illness program. She explained that these are mandatory state regulations. Jennifer provided documentation and on-line resources regarding record keeping, hazard assessment, accident investigation, training and instruction, written heat and shade programs, etc. It was noted that Truckee Tahoe Medical Group is the medical provider network for worker’s comp injuries. Jennifer will coordinate with Nathan and Debbie regarding on-line resources and training, and will come back in June to observe safety regulations at the pool and provide any further recommendations as needed.

Recreation Report

Nathan gave an update on the status of the pool and recreation staff. He reported that two valves need replacing and the sand in the filters also needs replacing. Don’s Pool Service also suggested an attic fan for the chemical room. Discussion was held regarding the pool vents.

It was moved by Bard Wilmar and seconded by Andy Schaefer to approve replacement of two of the four valves, and to have Don provide a review of the system with additional ventilation for the chemical room. Motion carried unanimously.

Nathan reported that the tennis courts will be available for member’s use before Memorial Day Weekend. The bocce ball and shuffle courts need to be re-tilled and raked with added oyster shell flour. The beach is ready for member’s use. He suggested purchasing four additional hoses for cleaning of the tennis courts. Friday Fun Days will start in the later part of June. Bill is working on the timers for the lights on Dollar Drive. Nathan has hired 10 employees so far. He mentioned that there have been some problems with hooking up the new time clocks properly. Nathan was directed to contact Tahoe Tech Group for resolution of the problem.

Approval of Draft Minutes dated April 8, 2011

It was moved by Bard Wilmar and seconded by Andy Schaefer to approve the April 8, 2011 minutes as amended. Motion carried unanimously.

President's Report

1. Expenditures to date versus Pro Forma Budget – Documents produced by Andy Schaefer were distributed. The spreadsheets were reviewed and discussed by the Board. Andy suggested updating the current budget to reflect actual in-house management costs. Lud suggested forming a Finance Committee. Andy and Bard will work together as the Finance Committee. Andy will update his spreadsheets for future review and discussion.
2. Lines of Communication – Further discussion was held regarding email communication. The Board will send all email actions to Anita and Debbie to distribute. A deadline for responses will be stated in the email, opened for discussion, and followed up with the result of the votes.

Secretary's Report

1. Update on Putting Green at pool area – Lynn Thompson reported that last fall a putting green was approved as a budget item for this year. A proposal from IntelliTurf was reviewed for a 600 square foot Golf Green with two optional chipping areas. The proposed area is by the bocce ball court. Two chipping areas are being proposed. Discussion followed. The Board approved the proposal, but with only one 12'x10' chipping area.

It was moved by Andy Schaefer and seconded by Harry Dolden to approve the full proposal for the putting green excluding the 5x5 chipping area. Motion carried with one no vote.

Maintenance Committee Report

1. Bill Poulton's Maintenance Contract and Liability Insurance – Bill's insurance was discussed. It was the consensus of the Board that he carry his own liability insurance policy. Dean Headley will revise his contract to state that he pay for the insurance policy himself. It was further discussed by the Board to reimburse him for the majority of the cost.

It was moved by Bard Wilmar and seconded by Andy Schaefer to pay Bill Poulton an additional \$2.00 per hour up to the first 550 hrs. and to approve the contract with those revisions. Motion carried unanimously.

Management Report

1. 2011 Dues Payments/Late Fees – Debbie reported that there are five unpaid dues payments to date and six members have been granted waivers of late fees by the president and the treasurer.
2. Estimates from Peak Landscape – Debbie distributed a revised estimate from Peak Landscape to top dress only the large lawn at the pool and the beach lawn for \$1,710.00. It was noted that it is in the budget to top dress the lawns and Sky Richardson recommends it. The Board approved this estimate from Peak Landscape. Other proposals from Peak to maintain the bocce/shuffle courts and the horse shoe pits were not approved. Nathan and his staff will maintain the bocce/shuffle courts and the horse shoe pits.
3. Community Ink Newsletter Proposal - there was no proposal presented by Community Ink.

Attorney's Report

1. Office Lease update – Dean explained that regarding the office lease, there is a verbal month to month tenant arrangement with DPA and Randy Faccinto.
2. Employee Manual update – Dean reported that the employee manual has been completed by the employment attorney, and it will be sent to the Board and approved by email vote with a deadline of next Monday.

3. Tennis Contract for Greg Felich – Dean distributed the Tennis Contract. The Board approved the contract subject to corrections made on page 2.
4. State Lands Lease – Dean gave an update on fence removal and the public trust. He reported that State Lands is not processing the application to renew the lease because DPA has not removed the fences at the beach property. Discussion was held regarding getting it surveyed to the high water mark. Dean was directed to get the high water mark surveyed and then get the fence removed on the west side of the property.

Other Business

1. Beach Security – Bard distributed samples of Placer County signs from other private properties in the area and recommended DPA provide No Trespassing, Private Property signs on the pier.

It was moved by Bard Wilmar and seconded by Andy Schaefer to purchase signs for the pier. Motion carried unanimously. Bard will work with Debbie to order the signs with the appropriate language.

2. Proposal from Eliot Headley – Debbie distributed a letter to the Board presented by Eliot Headley proposing to perform the service of court washing at a rate of \$17.00 per hour. The Board reviewed and discussed the proposal and agreed to an email vote for approval once the rate is negotiated. Debbie will contact Eliot Headley.

Set Date for Next Meeting/Adjournment

The date for the next Board meeting will be scheduled for Friday, June 24, 2011 at 2:00 p.m. at the Dollar Hill Professional Building, Suite 4.

It was moved by Lud Spolyar and seconded by Bard Wilmar to adjourn the meeting at 6:25 p.m. Motion carried unanimously.