

Dollar Point Association
Board of Director's Meeting
Dollar Hill Professional Building
3000 North Lake Blvd., Suite 4, Tahoe City, CA
May 2, 2013
Final Minutes

1. Call Meeting to Order

President Andy Schaefer called the meeting to order at 10:05 AM. A quorum was established. Board members present were Andy Schaefer, Lynn Thompson, Steve Snow, Mitch Packard, and Carol Wilmar. Doug Greenwood arrived later. Also present were Dean Headley, Legal Counsel, and Debbie Wolf, Office Manager, who took the minutes.

E-Mail Action

It was moved by Steve Snow and seconded by Mitch Packard to ratify approval of the email vote on defensible space tree removal by Peak Landscape in the amount of \$1,800.00 to be paid out of the operating fund. Motion carried 5-0. Doug not present yet.

2. Approval of Draft Minutes from April 8, 2013 Meeting

It was moved by Carol Wilmar and seconded by Lynn Thompson to approve the April 8, 2013 minutes as presented. Motion carried unanimously 6-0. Doug had arrived for approval of minutes.

3. Brief Summary of Actions since April 8, 2013 Meeting

a. Expenditures

Debbie reported that Kerry and Carrie put the tennis nets and windscreens up at the lower courts and will start work on the upper courts this week. They will begin working full-time early in May to do spring clean-up and to conduct interviews for hiring the recreation staff. Debbie, Kerry and Carrie met with Juan to discuss spring clean-up and maintenance projects. Juan will take over the garbage transport from the beach to the pool dumpster. Dean Hunt, plumber, will turn all the water on at the pool and beach and walk Juan through the entire process. Toot Joslyn, pool contractor, has been working on getting the pool cleaned, filled, and ready for use. Ed Beauchamp, electrician, has been working on the electrical work at the beach utility closet. Andy authorized the purchase of the beach phones at a cost of \$90.00 versus the previously approved \$70.00 range. All of the above work has been given authorization.

Doug reported that the printer is heavily used at the pool and recommends replacing it. Kerry advised that it has not been working properly. Debbie was authorized to purchase a new printer.

4. Season Opening Action Plan and Timeline

Kerry and Carrie reported on progress in being ready to open for the season on the Memorial Day weekend. Noted comments include:

- Hiring is proceeding well with approximately 10 returning employees.
- Beach employee hours are intended to be 8:00 AM to 8:00 PM.
- Pool is in good shape in terms of preparation for Memorial Day.
- Buoys still need to get placed into the water by High Sierra Marine. The task was delayed due to wind, and Debbie will call to establish when they will go in since the buoy field season starts on May 13th.
- Beach tables look in good shape and do not need extra work such as sanding and/or painting/staining/sealing.
- All items ordered based on inventory from last fall are in and ready to be unpacked, including umbrellas.
- Doug is waiting for meeting up with Kerry and Carrie to deliver sand for the horseshoe pits.
- Kerry and Carrie have gone onto the payroll and the others will start mid-month beginning with training and orientation.
- Beach employees will be able to help members lift kayaks after receiving lifting training and when such requests do not interfere with regular duties of the employee.

- Plumbing at the beach is poor according to Dean Hunt. Debbie will ask him to make recommendations to the Board to fix the issues. In addition, Dean is fixing problems created by not all pipes having been drained prior to the winter.
- Kerry will do lifeguard training at our pool. It is understood by the Board that the training cost of \$150 will be reimbursed to trainees who are our employees and who stay through the summer season. The specific authorization for the reimbursement will be made by the Board in the fall when we know how many employees qualify. Kerry will submit the costs for reimbursement for lifeguard training.

The swim platform at the beach was discussed. The water level is three feet lower than last year. Board consensus is to not place it in the water this year. It will be moved to the east end of the beach for storage.

Dean reported that the dumpster company has been staging their truck in the parking lot at the pool. Kerry confirmed there has been glass left behind from the truck. Dean, as legal counsel, was directed to contact Tahoe Truckee Disposal Company to address this issue.

Steve thanked both Kerry and Carrie for returning to DPA this year. They did a great job last summer, and we are looking forward to an even better summer this year.

5. Fiscal Issues

a. Replacement Reserve Projects for 2013

Mitch and Debbie did a walkthrough of the property looking at the need for the deferred and scheduled replacement reserve projects. Mitch reported that the projects deferred from earlier years still need not be done except for striping and paint for lower parking area, and staining or painting portions of pool fencing, including some minor fence repair by Juan, and staining the trim only on the beach restroom. At the request of the Board, Mitch will initiate an email vote after getting bids from Debbie (who will actually arrange for them) and after getting a cost from Juan for the fence repair. Finally, one barbecue grill needs some wire brush work and then proper paint. Mitch will speak to Juan about that.

It was moved by Steve Snow and seconded by Lynn Thompson to have Debbie get bids for staining and painting, and to have Mitch initiate an email vote once the bids are obtained. Motion carried unanimously 6-0.

b. Proposals for 2013 from Recreation Supervisors

Kerry explained that the main problem with the current lock system is having to reprogram each gate every time a change is made in the card system. Doug reported problems with the router at the beach but expects to get it working soon. Once that is done he can assess the issues with the camera and the locks, which is important because the Wi-Fi has to reach the lock at the beach entrance and the lower tennis courts. The lock system will not be changed until the internet problems are solved. All parts of the proposals were put over until the June meeting.

c. Security Contract Approval

Debbie was directed to get the security contract revised to begin coverage at 9:00 PM and go until 2:00 PM. Revision will be sent to the Board and email vote will follow in five days. The add-on for July 4th was okay and will be part of the email vote for approval as one package.

d. Tennis Contract

The 2013 tennis contract was approved for Dean to draft with a subsequent rollover provision for future years. A copy will be provided to the Board with an email vote to follow in five days.

e. Paving at the Beach

Paving at the beach is deferred until fall.

f. Funding for Defensible Space

The funding for defensible space approved at the April meeting was discussed.

It was moved by Steve Snow and seconded by Mitch Packard to approve the funding for defensible space from the operating account. Motion carried 5-0. Doug not present for this vote.

6. Defensible Space on DPA Properties – Tree Removal Only

This item was discussed earlier and approval ratified in the email action vote.

7. New Picnic Area above Beach

Steve reported on the proposed area above the beach for a picnic area to add as an amenity for the Association. Stairs would need to be put in according to code. Labor would be involved and the costs of the material. Mitch will discuss this project with Sky Richardson. Clearing of the brush by Peak Landscape and building of the stairs by Juan was approved in concept by the Board. This would be funded out of the operating account. Final decision to be made in June meeting after cost data is established and Mitch reports on his conversation with Sky.

8. Bylaws Changes

Doug left early and was not present for the Bylaws discussion. The Board opted on a consensus basis for the Bylaws committee to use the interim president approach. Also, the Board opted on a consensus basis for the Bylaws committee to use the current system of having appointees fill out the full portion of remaining vacancies and not stand for election at the next annual meeting unless the term expires at the next annual meeting.

In addition, Andy noted that committees must have minutes under the current bylaws. Since the Bylaws Committee met twice recently, he submitted the minutes of those meetings to be attached to the minutes of the May 2nd Board meeting. He proposed changing the requirement to apply only to meetings of executive committees of the Board. The Board agreed and Andy will put that change into the Bylaws change proposal.

9. New or Other Business

None.

10. Executive Session

The Board adjourned to Executive Session at 1:00 PM to discuss employee issues.

11. Adjournment

The next meeting will be scheduled in June, the date to be determined by a poll of the Directors.

It was moved by Steve Snow and seconded by Lynn Thompson to adjourn the meeting at 1:20 PM. Motion carried unanimously.