

Minutes

Mammoth Creek Board of Directors Meeting

May 1, 2021

5:30 P.M. (Pacific Time)

On-site Mammoth Creek and Conference Call

Join Zoom Meeting

<https://us02web.zoom.us/j/4883518653?pwd=ZktKZXZ3Y0U0L3FYOFVSVjB4TE94QT09>

Meeting ID: 488 351 8653

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In Attendance:

Board Members: Ken Gilbert, Tom Waller, Harvey Place (ph) Jenna Glasser (voted in during meeting)

HSM: Gary Small (ph), Cheryl Caton (ph)

1. *Call to Order*

- President Ken Gilbert called the meeting to order at 5:32 PM

2. *Approval of March 11, 2021 HOA Meeting Minutes*

- Meeting minutes not available for approval; will be done virtually following the meeting

3. *Owners Forum*

- Ken Gilbert has two windows that don't seal and has contacted Damon (window company) to get them replaced; Tom requested that HSM follow up on this – Gary agreed to do so.

4. *Manager's report*

- Painting on 29-36 building can't start until 7/1 due to fall backup – will pend until late aug/early sept; work will last up to 10 days dep on weather etc
- Black Gold (?) will do overlay on parking lot and slurring walkways (date for both TBD)
- Pool – Lock and dirt (?) still needs to address lack of gap b/n concrete and edge tile – work is pending larger machine being brought back to town and should take place first or second week of May
- 47/49 area near Ken's unit
 - Gutter/ heat tape / solution for ice/runoff will be priced out and provided in near future to address this and other locations where shade leads to additional ice build up
- Phone system in manager's office – work around is in place with answering machine (this is rental office phone, not HOA, so no board issue)
- Guillermo – transition to salary generally upside – Gary asked the board to consider reimbursing HSM for back pay of his salary to January. After discussion, board decided Harvey would send questions to Gary re time tracking / invoicing Guillermo
- Unit 46 new owner (Karen) will be contacting board re: architectural changes and requests. Board is good with washer/dryer installation, but would like to see drawings if she will be turning the upstairs extra space to a room, and has concerns re window line aligning to roof line vs squared
- Upper level windows will be cleaned in June – general price the same with slight increase for labor
- Firewood covering – letter went to HOA boards re importance of covering firewood; issue raised whether this should be paid for by HOAs; members discussed and felt this is still homeowner responsibility, but town was leveraging HOA boards for influence. Tom will follow up re: actual responsible party with both town and fire dept; with Tim (legal) if necessary for more research; all agreed we should continue to have owners pay the \$25 fee for installation of the tarp and will request HSM send out the letter reminding owners it must be covered
- Bench by creek has significant damage and must be repaired -Cheryl will follow up on pricing
- Pool fence – will try rocks to prevent erosion / close gap under the pool fence on east side of property
- Metal steps – looking for option to paint vs powder coating due to logistics / time

5. *Monthly Financial Reviews*

- Harvey provided quarterly financial review, noting that reserves were back up above the \$200k threshold following completion of the roofing project

6. *CCR/ Bylaw Final update*

- CCR / Bylaw final update sent out with matrix – no follow up; Tom will resend his comment regarding matrix
- Ken will review, update, and send out to homeowners with request for response within 30 days in advance of a 3-4 week voting period. Harvey raised concerns that we only have one vote out to owners at a time, so need to ensure CCR approval vote and the open board positions votes aren't simultaneous.

7. *Selection of Ed Klotz Board of Director - Secretary vacancy.*

- Item moved up to number 3 in agenda
- Tom Waller nominated Jenna Glasser to fill Ed's board position for the balance of his term (thru Sept '22)
- Harvery Place seconded
- Motion was put to a vote – 3 yes's and the motion was carried

- Discussion was had regarding upcoming vacancies in the fall (Tom, Walt, and Harvey all have terms coming up) and when to put out the call for nominations, as well as the opportunity for Dave (last name not known), who had expressed interest in this position, to re-engage at that time

8. *Executive Session Notes*

- N/A

9. *Review of Action Items*

Action Item	Next Steps	Person(s) Responsible
Ken Gilbert – non sealing window follow up	Gary Small to follow up with window company	Gary Small
Town Firewood Requirements / billing	Follow up with Town on who is responsible for firewood coverage (Owners vs HOA); will also check with legal	Tom Waller
Creekside Bench repair	Obtain pricing bids for repair work	Cheryl Caton
Final CCR / By law distribution	Send out CCR / Bylaws to homeowners for 30 day response period	Ken Gilbert
Call for nominees	Call for nominees will go out with three open positions for responses needed by mid-July	Ken Gilbert

10. *Adjournment*

- President Gilbert called the meeting to adjourn at 6:41 pm

Items Not Posted: In the event any matter not listed on this agenda is proposed to be submitted to the board for discussion and/or action, it will be done in compliance with Section 5.3 MCHOA By-Laws as an emergency item or because there is a need to take immediate action, which need came to the attention of the Board subsequent to the posting of the agenda