

# Agenda

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## Mammoth Creek Board of Directors Meeting

September 18, 2021

10:00 A.M. (Pacific Time)-Complex tour

2:00 P.M. (Pacific Time) -Annual Meeting wrap-up

On site and Zoom (for meeting portion)

Join Zoom Meeting

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

Meeting ID: 488 351 8653

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### ***1. Call to Order – Meet at Office for complex tour***

Ken called the meeting to order at 11:02, following the tour of the complex

### ***2. Complex tour with HSM (10:00-11:00)***

Completed prior to meeting called to order – Gary will write up notes and send to the board; Jenna to collect quotes from HSM for Tree Removal and Pool House to incorporate into 2022 budgeting

### ***3. Approval of minutes***

Minutes for 7/5 approved by voice vote

### ***4. Owners Forum***

No owners present

## 5. *Manager's report*

- General Managers report was pushed to the afternoon meeting
- Discussion regarding giving Pablo a raise was brought up in this meeting; HSM has been providing add'l \$2/hour out of their pocket to shift him from \$18 to \$20/hour Pablo's work schedule is ~20 hours/week. For sake of comparison, Jorge currently gets \$18 and would stay there

## 6. *Monthly Financial Reviews*

- Harvey reviewed the June financial report: due to the two bank accounts, 1-2 items per month are considered incomplete b/c not being paid through the Alliance account; will likely be corrected by August report
- Overall, we're good to budget against 1<sup>st</sup> quarter in part due to no snow expense; As FYI only, noted pool fence repainting is being allocated as building expense vs pool expense
- Harvey recommends paying off the operating fund loan of \$20k during month of September. Board took a vote and unanimously passed
- Jenna will start reviewing monthly financials with Harvey

## 7. *CCR/Bylaw review of owner input*

- CCR/Bylaw conversation was moved to afternoon meeting – see separate notes specific to this discussion

## 8. *Discussion of Upcoming Inspections (deck, porch, stairs, upper walk) (time permitting, otherwise will be moved to afternoon session)*

- External porch/deck/upper walk inspections are due in Jan of '25
- Need early start to identify inspector, contractor, and cover any repairs that may need to be done prior to the '25 date
- Harvey to add cost of this engineer to the budget. These aren't due until Jan of '25 but needs to be done sooner b/c repairs would be done then as well
- Recommendation to do an impromptu inspection in advance to assess what liability we may have; Gary Small believes Tom Shaniel was recommended

## 9. *Executive Session*

## 10. *Review of Action Items*

Follow Up Item	Owner	Notes?
Provide Notes from Complex Walk	Gary Small	
Track what units are represented at lunch	Jenna	
Collect quotes for Tree Removal (outside office)	Jenna – From Gary	
Collect quotes for Pool House work	Jenna – From Gary	
Incorporate staff raises into 2022 budgeting	Harvey	

Add cost of inspector/engineer for porch/walkway inspection to 22/23 budget	Harvey	
CCR / Bylaw updates	All – Incorporate items discussed at afternoon meeting Tim – review prior to October meeting	
Obtain Copy of HSM Contract	Jenna	If Butner doesn't have in Word, send to Ken for conversion

***Scheduling:***

- During follow up meeting, decision was made to have the following meetings:
  - October 25<sup>th</sup> (Monday) 5 PM PT via Zoom – confirmation of CCR and Bylaw updates incorporated and approved for mailing; review of HSM contract
  - December, early weekend, in person meeting – to include review of 2022 budget

***11. Adjournment***

Meeting adjourned at 11:55

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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