

Minutes

Mammoth Creek Board of Directors Meeting
September 17th, 2022
2:40 P.M. Pacific Time

In attendance:

Ken Gilbert
Tom Waller
Harvey Place
Jenna Glasser
Cheryl Caton and Gary Small
Jim Nelson (Unit 8) arrived at 2:45

Via Phone:

James Milnes

1. Call to Order

1. Ken called the meeting to order at 2:41 pm

2. Approval of Minutes

1. Tom motioned to approve meeting minutes from the June 5th, 2022 Board meeting. Jenna seconded, and the minutes were approved by unanimous vote.

3. Selection of Officers for Next 12 Months

1. Ken proposed the idea of keeping all officers the same for next 12 months. Tom initiated the motion, Jenna seconded, and the motion was unanimously approved.

4. Review of Annual Meeting

1. Expected issues: minimal. Gary D raising concerns regarding the CC&R/Bylaw vote is the only item.
2. Unexpected issues / Items:
 - a) Pickleball court – Leslie D mentioned wanting to amend the tennis court with pickleball court. Jenna will follow up with her to understand what is required.
 - b) Front porch benches – Response to this is to ask the homeowners (specifically of units 3, 18) to remove these unallowed items from their porches.
 - c) Sports Complex – Preemptory requests to city to include (1) keeping lights focused DOWN when on (2) planting additional trees to block view of complex (3) parking management around neighborhood – HSM will follow up with city
3. Owner issues: none

5. Preparation for Upcoming Board Activities

1. Need a structural engineer for the balcony study
 - a) Gary contacted one but they were charging \$25k, which seemed egregious. Tom will continue to investigate options in hopes of getting someone to do a prelim walk through that may help give us the head's up on any significant issues prior to actual inspection
 - b) Need clarification on timeline
2. Reserve study coming up - two volunteers needed
 - a) Tom and Harvey volunteered, since they were involved with the prior study
 - b) Deadline to have report completed and submitted is March 31, 2023

6. *What constitutes a Board meeting*

1. Harvey confirmed that more than 2 board members together dealing with association business is considered a board meeting, and must be noticed, agenda'd and noted as such

7. *Monthly Financial Reviews*

1. July monthly financial review:
 - a) Working under budget in all expense accounts, with exception of a \$6600 from reserves due to painting. For the first six months of the calendar year, we had 2 delinquencies and 2 more in July but still in decent shape.
 - b) Question was raised regarding the multiple banks due to Butner transitioning; Harvey confirmed we will pay all reserve items out of the old bank until that account is depleted, and Harvey will look into zeroing out approximately \$2900 in Operating Account so that we can eliminate the second bank
2. Concern regarding the \$250K in reserve account at Alliance being over the FDIC insurance limit: recommendation was made to move \$100k into a CD to protect funds. Board approved recommendation unanimously.
3. Monthly review process – mandated by the state, and can be done by two members or by full board; we need to improve the two members process so that this is being done consistently and to transfer knowledge across the group.
 - a) Board made the following schedule for second-member accountability (first member being Treasurer):
 1. Aug/Sept: Ken
 2. Oct-Dec: Jenna
 3. Jan-March: Tom
 4. April-June: James

8. *Project Reviews/Walk through updates*

1. Woodpecker/Flicker outside unit 46 is making a hole – HSM will repair that and additional hole starting beneath original.
2. Some areas of complex have bowing in original siding and there are concerns re leaking. Harvey and Tom will review replacement/updated of these as part of the reserve study
3. Venting to external areas – Ken still has a follow up to review process/procedure/appearance/guidelines for venting stoves, bathrooms, and dryers to external parts of the building
4. Discussion of Unit 22 flooring noise. HSM advised owners are considering to stop rentals. HSM to work with Leslie to finally address the noise issue. No Board action at this time.

9. *Board Procedures*

1. Board discussed the issue related to posting minutes following meetings, in part due to the concern re: them not being sent out. Reminder: we need to have unanimous consent to consider meeting minutes approved. We have been posting minutes to HOA site within the 30 days, but not approving until following meeting.
 - a) Group agreed we can do this approval via email as long as we include at the top of meeting agenda/ notes for following meeting that minutes were approved via email consent, with the date. *Secretary would be responsible for tracking*
 - b) Board also discussed updating minutes distribution process to be via posting on HOA site and owner notification via email. Jenna will provide updated process and review site

subscription to make sure homeowners get this information and can opt for paper version if needed.

10. Next Board Meeting – Sunday, November 20th at 5 PM PT via Zoom

11. Review of Action Items

Item	Owner	Status
Identify options for tennis court to support pickleball play (with Leslie D)	Jenna	Open
Front Porch Bench Removal – contact homeowners with benches or furniture outside their front doors and request removal	HSM	Open
Contact City with preemptory requests for sports complex to manage lighting, views, and parking issues	HSM	Open
Structural Engineer needed for balcony study	Tom W	Open
Unit 46 – woodpecker/flicker hole in roofpeak and additional hole starting under it need fixing	HSM	Open
Bowing Side Boards that may need replacing	Tom W and Harvey	Open
Standards for external venting (Bathroom, Kitchen, Dryer) requests	Ken	Open
Unit 21/22 Noise Challenges – work with Unit 21 owner to address	HSM	Open
Update board minutes distribution to notification of posting on board site	Jenna	Open

12. Adjournment

1. Meeting was adjourned at 3:56 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