

LAKE MOOVALYA KEYS
Approved Board of Directors Meeting Minutes
June 6, 2022

CALL TO ORDER:

President Jack Sweeney called the Board of Directors Meeting of the Lake Moovalya Keys to order at 6:00 pm.

PRESENT:

President	Jack Sweeney	Lot 197
Vice President	Mark Volkoff	Lot 33
Secretary/Treasurer	Karen Gallio	Lot 1 Via Zoom
	Kit Furnell	Lot 16
	Blane Coon	Lot 54
	Kathy Northcutt	Lot 73 and Lot 102
	Kyle Sullivan	Lot 96
	Chuck Smith	Lot 103 and Lot 104 Zoom
	Kevin Auman	Lot 137
	Chris Chambers	Lot 164

ABSENT

Chuck Baker Lot 117

OTHERS PRESENT:

General Manager:	Heather Wilson	Lot 166
Recording Secretary:	Heather Wilson	Lot 166

PRESENT VIA ZOOM

Laura Parkhouse	Lot 40
Malin Manos	Lot 53
Dianne Atwood	Lot 75
Deola Hutchins	Lot 97
Mark Panetta	Lot 130
Mark Nichols	Lot 169
Richard Arnold	Lot 191

CALL TO THE PUBLIC:

No Call

APPROVAL OF BOARD OF DIRECTORS MEETING MINUTES:

Mr. Coon made a motion to approve the **May 2022 Board of Directors Meeting Minutes**. Mr. Auman second the motion and the motion carried unanimously.

FINANCIALS

Bookkeeper's Report, Prepaid Bills and Bills for Approval

Mr. Chambers made a motion to approve the **May 2022 Bookkeepers Report, Prepaid Bills and Bills for Approval**. Mr. Smith second the motion Ms. Gallio opposed and the motion carried.

MAY 2022 PREPAID BILLS

Date	Num	Name	Memo	Amount
05/05/2022	8026	Krupnik & Speas, PLLC	#8510 (2021 outstanding / no prior invoice)	145.00
05/05/2022	8027	Law Office of John C. Churchill	March & April	440.00
05/05/2022	8028	Jack R. Sweeney	Parts--replace water filter at backflow device	166.12
05/07/2022	ACH	MyFax Services	Virtual Fax Fee	10.00
05/13/2022	8029	Heather Wilson	GM Advance	1,433.33
		"	Vehicle Allowance	100.00
		"	Recording Secy. Advance	125.00
05/13/2022	ACH	GoDaddy	Website	312.51
05/15/2022	ACH	Republic Services	3-0527-0040037	6,534.99
05/16/2022	ACH	Frontier	667-4484	110.99
05/16/2022	ACH	Frontier	667-2840	113.40
05/19/2022	ZELLE	Extreme Performance Contracting LLC	Repair Moovalya Dr. & repair at front gate	1,000.00
05/21/2022	8031	USPS	Paso Robles annual box rental	182.00
05/23/2022	8034	HD Supply Facilities Maintenance	300 Parking Passes	104.29
05/23/2022	ZELLE	Extreme Performance Contracting LLC	Repair Moovalya Dr. & repair at front gate	1,000.00
05/25/2022	ZELLE	Extreme Performance Contracting LLC	Repair Moovalya Dr. & repair at front gate	399.00
05/27/2022	8035	Global Gate Controls, Inc.	20 remotes	359.00
05/31/2022	8032	Heather Wilson	GM Balance	1,433.33
		"	Vehicle Allowance	100.00
		"	Recording Secy. Balance	125.00
05/31/2022	8033	Otis Hall	May Groundskeeping	800.00
05/31/2022	ACH	APS	6125100000	1,615.66
05/31/2022	ACH	APS	6276651000	59.31
05/31/2022	8036	Sue Thomson	May Bookkeeping	1,500.00
		"	Postage	4.06
		"	Supplies for new bank accounts	172.69
05/31/2022	ACH	EPCOR Water Utility	0811061	347.76
				<u>18,693.44</u>

BALANCE SHEET

Mr. Volkoff made a motion to approve the **May 2022 Balance Sheet**.

Mr. Smith second the motion and the motion carried unanimously.

Mr. Sweeney reported we have completed the changeover of banks from Bank to Wells Fargo and a majority of the monies have been transferred over to Wells Fargo, however we still have some automatic bill pay and outstanding checks to clear and once everything has cleared and the accounts have been reconciled, the balance in the Horizon Bank account will be transferred to the Wells Fargo Account.

Mr. Volkoff asked about the CD we have with Horizon Bank. Mr. Sweeney replied once the CD has expired, which is within the next month or so, we will get the CD transferred over to Wells Fargo Bank.

PROFIT AND LOSS STATEMENT

Mr. Smith made a motion to approve the **May 2022 Profit Loss Statement**.

Mr. Coon second the motion and the motion carried unanimously.

OLD BUSINESS

Construction Progress Report

Mr. Sweeney reported; The May Construction Report has been sent out via email and we have ten(10) projects on the Construction Report, and they are Lot 67, Lot 83, Lot 99, Lot 101, Lot 114, Lot 168, Lot 181, Lot 214, Lot 227, Lot 230.

Mr. Sweeney asked if the red tag from the building department has been removed from Lot 168.

Mr. Chambers reported it is his understanding the homeowner has received approval from the Building Department to proceed with the steel beams on the front deck area but are still waiting for the County to approve the house drawings.

Discussion to Replace North Launch Ramp and Retaining Wall

Ms. Wilson reported the structural engineer is working on the drawings and we should have drawings in a couple of weeks.

Mr. Sweeney stated in all actuality, all said and done with approved drawings, we should be ready to start construction in January 2023.

Rules Committee

Mr. Volkoff reported the rules have been reviewed by Mr. Churchill and Mr. Churchill has approved them, however the rules are not in a voting format and until they are in a voting format we cannot move forward.

Mr. Sweeney suggested scheduling a “Special Meeting” to solely discuss the proposed rules prior to mailing them out for the membership to vote on.

Bollman Property

Mr. Sweeney reported Mr. Churchill has sent the letter to Mr. Bollman both mail and certified mail, however he has not spoken with Mr. Bollman.

Ms. Wilson reported she has spoken with Mr. Churchill and he has informed her that he has not received the certified confirmation nor has he heard from Mr. Bollman.

Ms. Gallio asked what happens if we do not hear back from Mr. Bollman.

Mr. Sweeney stated; at some point in time if Mr. Bollman does not perform the work we are asking him to perform, we will then have to put a demand on him because once a monsoon hits, the Keys property will suffer damage.

Mr. Sweeney also stated, Mr. Bollman has completed some of the work, he just has not completed all of the work and he will get with Mr. Bollman personally to discuss the following issues

- The 3’ of dirt that needs to be removed off the backside of the wall.
- Redirection of the water so that when it runs down the slope the water channels out to the catch basin so it runs out to the river.

OLD BUSINESS CONTINUED

Asphalt Road Repairs

Mr. Sweeney reported the asphalt repairs at the entrance and on Moovalya Drive have been completed.

Price to remove trees at launch ramp

Mr. Sweeney reported one of the trees at the launch ramp splintered and needed to be cut down, so we had Otis cut it down for Three Hundred Fifty Dollars (\$350.00).

Heather Wilson reported, she has received two bids to cut all three trees down to the ground; one from Parker Tree for \$1,200.00 and one from Otis for \$1,250.00 and Otis is ready to do the work now.

Mr. Sweeney stated these trees will need to be cut down and removed at some point in time when we do the launch ramp.

Mr. Volkoff made a motion to approve a total of One Thousand Two Hundred Fifty Dollars (\$1,250.00) to cut down all three trees at the launch ramp. Mr. Sullivan second the motion and the motion carried unanimously.

New Mail Box Numbers

Ms. Wilson reported we have received a request from a homeowner to change out the numbers on the mailboxes that some of them are missing and some of them you cannot read.

Ms. Wilson stated we need 256 of them and she has a price from Mailbox.usa for custom engraved self-adhesive placards for cluster mailbox units and outdoor parcel locker doors for \$3.00 each for a total amount of **Seven Hundred Sixty-Eight Dollars (\$768.00)** price does not include taxes, shipping or the installation and hire Otis to install them.

Ms. Furnell stated we do not want people to start putting their own stickers on and writing their own mailbox number on them and she also feels we need to look uniform; this is the entrance to our property.

Mr. Volkoff made a motion to approve the purchase of the mailbox numbers for a not to exceed amount of **One Thousand Dollars (\$1,000.00)**. Mr. Smith second the motion and the motion carried unanimously.

NEW BUSINESS

New P.O. Box

Mr. Sweeney reported the new P.O. Box is in place and a community email has been send out to the membership along with a note on the dues statement.

Wells Fargo Bank

Mr. Sweeney reported the new accounts have been opened as previously discussed.

NEW BUSINESS CONTINUED

Electronic Voting for Annual Meeting

Mr. Sweeney reported he feels we have done everything we need to do as far as how we handle the counting of the ballots for the Annual Meeting by hiring Parker Accounting.

Mr. Volkoff asked what is the cost of the voting process that we are currently using.

Ms. Wilson reported the costs are the stationary expenses, photo copy expenses, postage and the fee to hire Parker Accounting.

Mr. Volkoff reported if we use a on line voting company, they would handle the entire voting process on line and the homeowners would receive an email giving them a link and code to vote online electronically.

Mr. Sweeney reported at another association he belongs to they do electronic voting but they also receive a mailer.

Mr. Volkoff reported the "Election Buddy", an online voting system, would be completely electronic, you would receive everything electronically and he is aware that we would need to address our CC&R's if the Board decided to proceed with this method of voting and the electronic voting cost is a fraction of the cost that we are currently spending.

Mr. Auman stated he feels we should take a closer look at the "Electric Buddy" voting system and is certainly financially worthwhile looking into.

Mr. Sweeney stated his only concern is we do have homeowners that are not electronically up to date and it could hinder them from voting.

Mr. Volkoff reported; homeowners still have the ability to attend the Annual Meeting in person to vote in person at the meeting and if a homeowner does request for a packet to be mailed to them we can provide it to them via mail.

Mr. Sweeney stated we need to go back and read the CC&R's and review everything that is required when it comes to voting and figure out what would need to be changed before electronic voting could even be put into place.

General Managers Report

Mr. Volkoff reported most of the information is good to know but then most of it is pretty repetitive and did not know if there is value to everyone to have her spend her time putting together the General Managers report.

Mr. Sweeney reported he feels if there is something controversial such as towing, citations, water leaks and issues with homeowners the Board needs to be made aware of it.

Ms. Wilson reported she is going to revamp and condense the report by providing a weekly report listing the daily duties and highlighting on homeowner issues, towing, citations and property management issues so that it is not so overwhelming.

Mr. Sweeney reported we are going to close this meeting and go into executive session and since we are not going to be voting on anything after the executive session this meeting is adjourned.

Meeting adjourned 7:15 pm

EXECUTIVE SESSION

Executive Session is now in session 7:15

Executive Session out of session 7:40

Next Board of Directors Meeting is on July 11, 2022 at 6:00 pm at the Buckskin Fire Department 8500 Riverside Drive. This is an open Board meeting and will also be made available via Zoom.