



**Bear Valley Springs Association Board of Directors**  
**Regular Monthly Meeting**  
 Tuesday, June 18, 2019 at 6:00 PM  
 Oak Tree Country Club  
**MINUTES**

**Open to All  
Members**

**A. ANNOUNCEMENTS –**

- 1. Call to Order @ 6:01 pm Pledge of Allegiance**
- 2. Roll Call –**  
**Board Members Present:** Vice-President Jim Panek, Treasurer Guy Munday, Director Monique Herbst, Director Butch Reyburn  
**Board Members Absent:** President Larry Thompson  
**Staff Members Present:** General Manager Wesley Shryock, Administrative Assistant Anita Bauer, Project Manager Debbie Shryock
- 3. Declaration of Intent to Tape the Meeting**  

*This meeting will be digitally recorded to assist in capturing the minutes. Members attending the meeting are prohibited from using any sort of recording device during the meeting. This includes audio recorders, video recorders or any type of camera (including cell phone cameras).*
- 4. Board Comments & Announcements:** None spoken

**B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE**

Item #	Item
<b>20-000</b>	<b>Approval of the Agenda</b> <ul style="list-style-type: none"> <li>▪ June 18, 2019 Regular Meeting Agenda</li> </ul> <b>Motion by MH</b> to approve the regular meeting agenda of June 18, 2019. <b>2<sup>nd</sup> by GM</b> <b>Motion Approved VOTE 4-0</b>
<b>20-001</b>	<b>Approval of Minutes</b> <ul style="list-style-type: none"> <li>▪ May 21, 2019 Regular Meeting Minutes</li> <li>▪ May 06, 2019 Special Board Meeting Minutes</li> </ul> <b>Motion by GM</b> to approve the May 21, 2019 regular meeting minutes and the May 06, 2019 special board meeting minutes. <b>2<sup>nd</sup> by MH</b> <b>Motion Approved VOTE 4-0</b>
<b>20-002</b>	<b>Reading of the Executive Session Reports</b> <ul style="list-style-type: none"> <li>▪ Regular Meeting 05/21/2019</li> <li>▪ Special Meeting 05/28/2019</li> </ul> Received and filed as reported.
<b>20-003</b>	<b>Appointment of Board Officers and Staff Advisors</b> Motion by BR to appoint the following offices for the 2019-20 Board of Directors. <ul style="list-style-type: none"> <li>▪ President Jim Panek</li> <li>▪ Vice President Monique Herbst</li> <li>▪ Treasurer Guy Munday</li> <li>▪ Secretary Anita Bauer</li> <li>▪ Compliance Officer Butch Reyburn</li> <li>▪ Parliamentarian Wesley Shryock</li> </ul>

	<p>2<sup>nd</sup> by GM  <b>Motion Approved Vote 3-1</b></p>
20-004	<p><b>Approval for three Board Members (President, Vice President, and Treasurer), Gina Silva and Wesley Shryock as authorized check signers for the following bank accounts:</b></p> <ul style="list-style-type: none"> <li>▪ Community Association Bank (also known as Mutual of Omaha Bank) Operating Account xxxxx0004</li> <li>▪ Community Association Bank (also known as Mutual of Omaha Bank) Deferred Operating Account xxxxx2690</li> <li>▪ Bank of the Sierra Account xxxxx0170</li> </ul> <p><b>Motion by GM</b> to approve the above-mentioned officers, President Jim Panek, Vice-President Monique Herbst, Treasurer Guy Munday, Gina Silva and Wesley Shryock as check signers for the above-mentioned bank accounts Community Association Bank ending in 0004 and Community Association Association ending in 2690 and Bank of the Sierra ending in 0170.</p> <p>Kathy Kneer asked how many signers are required. WS answered by explaining the check writing and approval process. 2 signers after a review process.</p> <p>2<sup>nd</sup> by BR  <b>Motion Approved VOTE 4-0</b></p>
20-005	<p><b>Approval for all five Board Directors as check signers for the following bank account:</b></p> <ul style="list-style-type: none"> <li>▪ Community Association Bank Reserve (also known as Mutual of Omaha Bank) Account xxxxx 2589</li> </ul> <p>WS reported as to how the reserve account is managed, built and the direction given by the outside reserve asset financial institute.</p> <p><b>Motion by GM</b> to approve all five board of directors as check signers for the reserve account, Community Association Bank ending in 2589.</p> <p>2<sup>nd</sup> by MH  <b>Motion Approved VOTE 4-0</b></p>
20-006	<p><b>Approval for Workman’s Comp Renewal – Contract June 30, 2019- June 30, 2020</b>  WS reported on the process as to how the search decided upon annually  <b>Motion by JP</b> to approve the Hayes Company Corporation for the June 30, 2019-June 30, 2020 workman’s comp policy.  2<sup>nd</sup> by MH  <b>Motion Approved VOTE 4-0</b></p>
20-007	<p><b>Receive and File Various Committee Reports</b></p> <ul style="list-style-type: none"> <li>▪ Golf Advisory Committee – 03-30-19</li> <li>▪ Recreation Advisory Committee – 05-01-19</li> <li>▪ Rules Advisory Committee- 05-07-19</li> <li>▪ Finance Advisory Committee – 02-20-19</li> </ul> <p><b>Motion by BR</b> to receive and file the above- mentioned reports.  2<sup>nd</sup> by GM  <b>Motion Approved VOTE 4-0</b></p>
20-008	<p><b>Naming of Board Members as Liaisons to Advisory and Executive Committees</b></p> <ul style="list-style-type: none"> <li>▪ Special 4<sup>th</sup> of July Committee - Monique</li> <li>▪ Equestrian Advisory Committee- Jim</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Finance Advisory Committee- Guy</li> <li>▪ Food Service Advisory Committee- Guy</li> <li>▪ Golf Advisory Committee- Butch</li> <li>▪ Recreation Advisory Committee- Monique</li> <li>▪ Rules Advisory Committee- Butch</li> <li>▪ Whistleblower Hotline- Butch</li> <li>▪ CSD Liaison Committee- Jim</li> <li>▪ IDR/ADR – Jim</li> <li>▪ Environmental Control Committee- No Assignment</li> </ul> <p><b>Read into the record and received and filed as reported.</b></p>
<b>20-009</b>	<p><b>Treasurer’s Report</b>  <b>Read into the record by Guy Munday. Received and filed as reported.</b></p>

**C. GENERAL MANAGER**

<u>Item #</u>	<u>Item</u>
<b>20-010</b>	<p><b>Controller’s Report</b> –Wesley Shryock                      Kathy Kneer asked a question regarding subsidy. WS answered her question.</p>
<b>20-011</b>	<p><b>Amenity Highlights and Challenges</b> – General Manager Wesley Shryock                      Wesley gave an overview of the amenities and BVSA highlights for the month.</p>

**D. CONSENT CALENDAR – 4 items**

<b>20-012</b>	2019-2020 BVSA Board Meeting Schedule
<b>20-013</b>	2019-2020 BVSA Board Operational Calendar
<b>20-014</b>	BVSA Follow-Up Items list
<b>20-015</b>	Discussion and Approval for Posting in Bear Tracks Proposed BVSA Rule Change, Article 3, section 305, subsection (g) -Use Privilege Cards.
	<p><b>Motion by MH</b> to approve the consent calendar.  <b>2<sup>nd</sup> by BR</b>  <b>Motion Approved VOTE 4-0</b></p>

**E. BOARD BUSINESS ACTION ITEMS – 6 items**

<u>Item #</u>	<u>Item</u>
<b>20-016</b>	<p>Discussion and Approval: CD (Certificate of Deposit) Interest and Rollover                      GM asked WS to give an overview of the investment, CD ladder, etc. WS reported to the procedure of the investment process.  <b>Motion by JP</b> to approve the CD as presented and rollover the interest.  <b>2<sup>nd</sup> by BR</b>  <b>Motion Approved VOTE 4-0</b></p>
<b>20-017</b>	<p>Discussion and Approval: Reserve CER (Capital Expenditure Request) for Pool Furniture  <b>Motion by GM</b> to approve Alternative One Leisure Creations for \$56,628.00 plus a 10% contingency of \$5662.87 for a total \$62,291.63 that will be funded from the reserve funds.  <b>2<sup>nd</sup> by MH</b></p>

	<b>Motion Approved VOTE 4-0</b>
<b>20-018</b>	Discussion and Approval: Reserve CER (Capital Expenditure Request) for Lakes, Cattail Removal and Maintenance <b>Motion by MH</b> to approve Alternative One Arch Chemicals for \$1200.00 that will be funded from the reserve funds. <b>2<sup>nd</sup> by BR</b> <b>Motion Approved VOTE 4-0</b>
<b>20-019</b>	Discussion and Approval: Reserve CER (Capital Expenditure Request) for Nature Path, Decomposed Granite <b>Motion by BR</b> to approve Alternative Two Doug McCombs Sand and Gravel for \$9250.00 plus a 10% contingency of \$925.00 for a total of \$10,175.00. to be funded from the reserve funds. <b>2<sup>nd</sup> by GM</b> <b>Motion Approved VOTE 4-0</b>
<b>20-020</b>	Discussion and Approval: Recreation Advisory Committee Request for Decision on Bike Trail Proposal. JP proposed that we not add any new amenities. BR concurred with JP as did MH. GM agreed that he is in opposition of the cycle club’s trail proposals. He feels it is wasting a lot of staff time. The cost of maintenance and time as well as the cost is not something we want to take on at this time. <b>Motion by JP</b> to deny any request for a bike trail proposal as a new amenity. <b>2<sup>nd</sup> by BR</b> <b>Motion Approved VOTE4-0</b> Cheryl Akerly 3417-324 – asked if anyone is monitoring the eBuzz. WS and AB answered her question. GM clarified the announcement in the eBuzz and that there is not any untruth in there. Peggy Bergman Smith – 2090-001 asked if the RAC meeting will continue to discuss this. The Board said their answer is no. Kathy Kneer -3455-075– wants another motion that sets a time limit or moratorium on any new amenities. Shelly Black 3430-048 thanked the BOD for their decision. She also wants to make it known that the Club shouldn’t even exist and doesn’t understand why this club was approved.
<b>20-021</b>	Discussion: August Bear Tracks Article Due July 17, 2019 Monique Herbst

**F. MEMBER COMMENTS**

In order to give you an opportunity to address the Board, and in compliance with Civil Code Section 4925 and 5000(b), we’ve set aside a period of time for members to provide their comments to the Board. We ask that you document your issue(s) by completing the BVSA Public Comments Form to assist us in documenting your issue. If you have not already filled out a Public Comments Form, please do so now and hand it to the Administrative Assistant, Anita Bauer. The forms are located at the entrance where you came in. When you are recognized, please come up to the lectern and use the microphone. Begin by stating your name and tract/lot number for the record and please limit your comments to five (5) minutes. If someone else has already stated the issue, but you have something else to add to it, please raise your hand to be recognized. Due to time constraints, the Chair may limit participation to once per member. Thank you for your cooperation and adherence to this Open Forum Policy.

**Caroline Carpenter-** 3430-436 – addressed the BOD regarding AT&T withdrawing their application for the towers. She would like to form a working committee and work with the ECC to make their jobs easier and to avoid any of these issues in the future.

**Kathy Kneer** -3455-075– thanked the BOD for making the decision regarding the AT&T. She wants a plan for the future and a distinction where they could go. She has asked about a volunteer committee to bring together the BVSA, CSD and ECC.

**Shelly Black** – 3430-048 – wants to reiterate that the horse community is concerned about the danger of mixing bikes with horses.

**Melissa Auman**- 3430-454- read her letter to the BOD regarding her desire to keep the equestrian trails exclusive to horses and not allow any bicyclists near the equestrian haven of BVS.

**G. SUMMARY OF TODAY’S FOLLOW UPS**

Discussion regarding future cell tower issues.

**H. ANNOUNCE UPCOMING MEETINGS**

- Regular Monthly Board Meeting, Tuesday, July 16, 2019 at 6:00 PM, Oak Tree Country Club (Closed executive session to begin at 9:00 AM)
- Special Monthly Board Meeting: Monday, July 22, 2019 at 1:00 PM, Oak Branch Saloon (Closed executive session to begin immediately following the Open Meeting)

**K. ADJOURN REGULAR MONTHLY MEETING @7:27 PM**

**Board Approval Date: July 16, 2019**

Signed:

*Anita Bauer*

Anita Bauer – Secretary  
Bear Valley Springs Association