



Bear Valley Springs Association Board of Directors
Regular Monthly Meeting
 Tuesday, March 17, 2020 at 6:00 PM
 Oak Tree Country Club
MINUTES

**Open to All
Members**

A. ANNOUNCEMENTS –

1. **Call to Order – Pledge of Allegiance @11:36 AM**
2. **Roll Call -**

Board Members Present: President Jim Panek, Vice-President Monique Herbst,
 Treasurer Guy Munday, Director Butch Reyburn, Director Peggy Bergman-Smith

Staff Members Present: General Manager W. Shryock, Admin. Asst. A. Bauer

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**

Jim Panek announced that the Board decided to meet right after the executive session due to the unforeseen catastrophe that is currently happening and the limitations of public gatherings the board has decided to meet at this time.

B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE

<u>Item #</u>	<u>Item</u>
20-176	Approval of the Agenda <ul style="list-style-type: none"> ▪ March 17, 2020 Regular Meeting Agenda Motion by GM to approve the 3/17/20 regular meeting agenda as amended. Add Covid 19 Employee Compensation to agenda #20-194 and strike item # 20-189 from the agenda. 2nd by MH Motion Approved VOTE 5-0
20-177	Approval of Minutes <ul style="list-style-type: none"> ▪ February 18, 2020 Regular Meeting Minutes. Motion by BR to approve the 2/18/20 regular meeting minutes 2nd by PBS Motion Approved VOTE 5-0
20-178	Reading of the Executive Session Reports <ul style="list-style-type: none"> ▪ Regular Meeting 02/18/20 ▪ Special Meeting 02/24/20 Read into the record by MH and received as reported.
20-179	Receive and File Various Committee Reports <ul style="list-style-type: none"> ▪ Rules Advisory Committee – 2-04-20 ▪ Recreation Advisory Committee – 1-8-20 ▪ Equestrian Advisory Committee – 2-03-20 ▪ Golf Advisory Committee – 2-04-20 ▪ Lake Quality Advisory Committee – 2-6-20 ▪ Finance Advisory Committee – 1-15-20

	<p>Motion by BR to receive and file the above-mentioned committee reports as reported. 2nd by GM Motion Approved VOTE 5-0</p>
20-180	Treasurer’s Report – Read into the record by Wesley Shryock. Received and filed as reported.

C. GENERAL MANAGER

<u>Item #</u>	<u>Item</u>
20-181	Controller’s Report – Income reports reported by Wesley Shryock.
20-182	Amenity Highlights and Challenges – Amenities are shut down for the next 2 weeks. Jim stated the decision to close was a good one as presented by the General Manager. The safety and the welfare of the membership is taking precedence right now. F&B is offering take-out and is benefitting the membership right now. Butch would like to note that the BOD did meet for an emergency executive meeting on 3/13/20 to discuss and determine the closing of amenities due to the pandemic and the Governors recommendations. No formal recordings or notations were taken and will be noted as such. Monday the 16 th the recommendations were mandated by the State of California.

D. CONSENT CALENDAR – 6 items

20-183	2020 Board of Directors Board Meeting Schedule
20-184	2020 Board of Directors Operational Calendar
20-185	2020-21 Holiday Schedule
20-186	BVSA Follow Up Items list
20-187	Approval to post proposed change to BVSA Rules – Article 8, Section 801, sub-section (e) - Fishing
20-188	Approval to adopt posted change to ECC Rules – Section 120- Fencing
	<p>Motion by JP to approve the consent calendar as presented. 2nd by MH Motion Approved VOTE 5-0</p>

E. BOARD BUSINESS ACTION ITEMS – 6 items

<u>Item #</u>	<u>Item</u>
20-189	Discussion and Approval: Request to include proposed By-Law amendment on the 2020 BVSA Election Ballot Strike From Agenda as amended at item #20-176
20-190	Discussion and Approval: CER (Capital Expenditure Request) and JRPEA (Joint Recreation Project Expenditure Agreement) – Dog Park Signs – Tailwaggers No Board action until financial stability is known after the pandemic.
20-191	Discussion and Approval: CER (Capital Expenditure Request) and JRPEA (Joint Recreation Project Expenditure Agreement) – Equestrian Center Marquee Sign to <p>Motion by GM to request funds from BVSCRFF to reimburse the BVSA for the amount of \$5,878.14 for the Equestrian Center Marquee to be funded to the operations account. 2nd by BR</p>

	Motion Approved VOTE 5-0
20-192	Discussion and Approval: Reserve CER – Golf Carts Wesley made a recommendation to suspend the purchase of Golf Carts until next month. Motion by JP to suspend the purchase at this time until things are more stable and add to next month’s agenda. Monique asked what the ramifications will be for keeping the carts. Proposal is only to suspend for a month or two. Wes stated we are in an emergency situation right now. 2nd by BR Motion Approved VOTE 5-0
20-193	Discussion: May 2020 Bear Tracks Board Article due on April 22, 2020 Peggy to write the article
20-194	Discussion: Employee Compensation – Covid 19 Crisis Wes reported to the BOD regarding the employee the procedure for employee work hours. The Mulligan Room employees are the ones that we are not able to keep busy. We have been looking for jobs for them. Maintenance and IGM still have a lot of work. Jim is proposing that we allow them to work normal hours for the next couple of weeks. Wes gave a hypothetical situation that some things may change by the end of the month. We are unfortunately looking at a week by week situation. We are operating on the current situation until the 31 st of March. Recessed at 12:16 PM Reconvened at 12:39PM

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 Board Secretary, 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.

G. SUMMARY OF TODAY’S FOLLOW UPS

- Add By-Law proposal to April 17, 2020 open agenda
- Get financials from Wesley to add to website.
- Add Tailwagger’s Dog Park Sign to the next open agenda
- Add golf carts CER to next month’s agenda
- Add Covid 19 Employee compensation discussion to March 25th agenda.

H. ANNOUNCE UPCOMING MEETINGS AND NOTICES
MEETINGS

- Special Board Meeting, Monday, March 23, 2020 at 1:00 PM (Closed Executive Session immediately following the Open Meeting)
- Joint BOD/FAC Budget Review Meeting, Wednesday, March 25, 2020 at 10:00 AM, OTCC

- Joint BOD/~~FAC~~ Budget Review Meeting, Thursday, March 26, 2020 at 10:00 AM, OTCC
- Special Monthly Board Meeting, Friday, April 17th, 2020 at 10:00 AM, OTCC (Closed Executive Session prior to the Open Meeting)
- Regular Monthly Board Meeting on Tuesday, April 21, 2020 at 6:00 PM, OTCC

NOTICES

- Closed Executive Session Board Meeting on March 17, 2020 to begin at 9:00 AM (prior to the Open Session) where the Board of Directors will conduct Association business that falls within any one of the following categories:
 - Member Discipline/ECC Matters – 1 item
 - Litigation/Legal Matters – 1 item
 - Contracts – 1 item
 - Delinquent Assessments – None
 - Personnel Matters – 3 items
 - Compliance Officer Report – None

Executive Session Board Meetings are confidential and therefore **CLOSED** to the membership.

I. ADJOURN REGULAR MONTHLY MEETING @12:46 PM