



FRANCISCAN OWNERS' ASSOCIATION



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Minutes of the Board of Directors Franciscan Homeowners' Association DRAFT

Date: April 18, 2015
Location: Telephone Conference Call

1. **Call Meeting to Order:** The meeting was called to order at 9:05 AM
2. **Roll Call**

Secretary, Michelle Criste established that the following board member were present: Craig Evans, President, James Donahue, Vice-President, Steve Ghadiri, Treasurer, Michelle Criste, Secretary and Tom Kerns, Member at Large.
3. **Acknowledge Presence of Guests / Visitors**
 - Ron Parson, Management, Invited.
 - Kay Williams, Management, Invited.
 - Sandra Williams, owner unit 56, Buoy Workgroup chairperson. Invited
4. **Owner Comments** (limited to 5 minutes per owner, for a total of 30 minutes)
 - No owner comments were received
5. **Approval of Past Minutes**
 - Board member Critse motioned and Steve Ghadiri seconded to approve the minutes from January 24, 2015 board meeting, with noted corrections. Motion passed.
6. **President's Report**
 - Craig Evans gave a report regarding association issues including the hard work that went into preparing the financials for the FOA.
 - Craig noted that the following items would be deferred to future board meetings: owner website, guest/owner internet access, boat racks, and the rental agreement.
 - Craig shared that he was producing three short videos to be viewed by owners regarding the Franciscan.
7. **Treasurer's Report**
 - Review of March 2014 Financials. Treasurer, Steve Ghadiri reviewed the FOA financial report as provided by accountant Robert McClintock and Ron Parson. Ron assisted with the presentation of the 2014/15 reforecasted budget Steve Ghadiri motioned to approve the 2014/15 financials. Motion passed.
 - Review of Current Loss Runs, Present Activity / Claims, Review of Incidents – Chair Craig Evans reported that there were no incidents noted this period.
 - Ron Parson updated the board on storm damage caused by down trees. Insurance is in the process of assessing the scope of repairs.
 - Review of Three-Year Reserve Study. Craig Evans and Ron Parson presented and reviewed the new Reserve Study. Motion by Steve Ghadiri and seconded by Tom Kerns to approve the 2015/16 Reserve Study (Plan). Motion passed.

- Approval of 2015/16 Association Budget. Ron Parson and Craig Evans presented the proposed 2015/16 budget. Motion by Tom Kerns, seconded by Michelle Criste, to approve the 2015/16 Franciscan Owners' Association budget. Motion passed.
- Discussion by the board to have our accountant, Robert McClintock continue with a full audit review of the Franciscan Owners' Association. Consensus only, no vote needed.

8. Association Management Report

- Management provided a reported on summer property preparations.
- Ron Parson updated the board on the Placer County Business Tax assessment. He will be forwarding to all owners recommendations on how to proceed.
- Motion by Craig Evans to authorize GMC to prepare and sign checks on behalf of the Franciscan Lakeside Lodge rental program checking accounts (operations and reserve). Authorized signatures will be Ron Parson, Craig Evans, and Thomas Kerns. Motion passed.

9. Operations Committee

- Association Manager, Ron Parson gave an update report on the progress of deck replacement and other property issues.
- Craig Evans gave an update on the window replacement project. 99% completed.
- Buoy Use Policy. Tom Kerns motioned and Steve Ghadiri seconded, to approve the revised Buoy Use Policy. Motion passed.
- Parking and Storage Policy. Steve Ghadiri motioned and Michelle Criste seconded, to approve the revised Parking and Storage Policy. Motion passed.

10. Architectural Control Committee

- Nothing to report.

11. Rental Program Management Report

- Ron Parson and Kay Williams provided update of rental program.

12. Items to be Considered for Next Board Meeting:

- Establishing a Finance Committee.

13. Board in Executive Session if Agreed / Required

- The board postponed the discussion of an owner letter to the Board dated 24 January 2015.

14. Next Meeting

- The next meeting of the Franciscan Board of Directors was set for Friday evening, June 5, 2015 at the Franciscan property.

15. Adjournment

- The meeting was adjourned at 11:59 P.M.

Craig Evans
Franciscan Board of Directors