



# FRANCISCAN OWNERS' ASSOCIATION



Mail: PO Box 280, Tahoe Vista, CA 96148  
Office: 6944 North Lake Blvd  
Tahoe Vista, CA, 96148

Phone: 530-546-6300  
Fax: 530-546-0348  
E-mail: FranciscanHOA@Hotmail.com

## Minutes of the Board of Directors Franciscan Homeowners' Association

Date: August 16, 2014  
Location: Folsom, California

### **CALL TO ORDER**

President Jim Donahue called the Meeting of the Board of Directors of the Franciscan Association to order at 10:15 A.M.

### **ROLL CALL**

(Members Present)

Jim Donahue - President  
Craig Evans – Vice President  
Steve Ghadiri – Treasurer  
Michele Criste – Secretary (via telephone teleconference)  
Tom Kerns – Member at Large

### **GUESTS**

Ron Parsons – GMC Interim Rental Manager  
Kay Williams – GMC Interim Rental Manager  
Several owners were present and via telephone teleconference

### **OWNER COMMENTS** (limited to 5 minutes per owner, for a total of 30 minutes)

Several owners made comments (not required to be recorded in minutes)

### **RATIFICATION OF MINUTES**

Steve Ghadiri motioned to approve the Board Meeting Minutes of 6/6/2014, 6/10/2014, 6/11/2014, 6/12/2014, 6/14/2014 and 6/17/2014. Tom Kerns seconded the motion. Motion was carried to approve the Board Meeting Minutes of 6/6/2014, 6/10/2014, 6/11/2014, 6/12/2014, 6/14/2014 and 6/17/2014. A draft of these minutes were previously approved by e-mail and were put on file at the Franciscan HOA office within 30 days of each meeting.

### **OLD BUSINESS**

Manager's Report. Ron Parson and Kay Williams – GMC Interim Rental Manager, reported on various items regarding the rental program. Ron and Kay provided handouts to the board and discussed many current and pending issues with the rental program.

Treasurer's report. Treasurer, Steve Ghadiri reviewed the FOA financial report as provided by accountant Robert McClintock. He stated that the FOA is on track with the budget projections. Steve reported that the transition for the new FOA dues bookkeeper has had a bit of a rocky start. But past dues bookkeeper, Karin Evans, is working closely with Judy Friedman, to solve any problems.

Windows Replacement Report. Craig Evans and Tom Kerns reported on the progress of the window replacement project. A repair "punch-list" has been given to the contractor for corrections to be made after the summer, high rent season has passed.

Watercraft Storage. It was agreed that no action would be taken regarding personal watercraft storage racks at this time.

## **NEW BUISNESS**

April, May, June Rental Distribution. Ron Parson presented to the board the calculations that determine the rental participants profit distribution for the months of April, May, and June 2014. Craig Evans motioned to approve the distribution. Board members will provide comments for any changes or errors.. Tom Kerns seconded the motion. Motion passed to approve the distribution, pending a review by the board. Tom Kern's agreed to review the calculations prior to distribution. GMC will print checks for signature.

Overpayment of Rental Distributions. The July 3, 2014, McClintock/Galka audit of the rental program revealed a \$16,290 overpayment to rental participants for the years 2008-2013. This results in an equal \$16,290 negative equity balance for the rental program operating account. Tom Kerns motioned to repay the rental operating account \$16,290 from the Rental Reserve account. Steve Ghadiri seconded the motion. Discussion followed. Motion passed to repay the rental operating account \$16,290 from the Rental Reserve account.

Payroll Tax and Overtime Underpayment. The July 3, 2014, McClintock/Galka audit of the rental program revealed a possible underpayment of payroll taxes and overtime to some Franciscan employees. The consensus of board was to have McClintock and/or GMC due further research to identify employees affected, determine the dollar amounts and report back to the board for action.

Unit 31 Water Damage Expenses. Craig Evans motioned to pay Vic's Carpet \$4,000 for repairs made to FOA property at unit 31. Jim Donahue seconded the motion. Discussion followed, Motion passed to pay Vic's Carpet \$4,000 for repairs made to FOA property at unit 31.

Next Meeting. The next Board Meeting was scheduled for September 13. 2014 in Kings Beach.

## **ADJOURNMENT**

Tom Kerns motioned to adjourn the Meeting of the Board of Directors of the Franciscan Association. Steve Ghadiri seconded the motion. Motion was carried to adjourn the Meeting of the Board of Directors of the Franciscan Association. The meeting adjourned at 3:00 P.M.

---

Craig Evans, Vice President  
Franciscan Board of Directors