



FRANCISCAN OWNERS' ASSOCIATION



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Minutes of the Board of Directors Franciscan Owners' Association

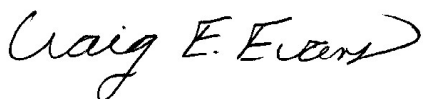
Date: May 30, 2020
Location: Teleconference/Video (Zoom) Meeting

1. **Call Meeting to Order: The meeting was called to order at 6:04 PM**
2. **Roll Call**
 - a. President Craig Evans established that the following board member were present: Craig Evans, President, Dennis McNamee, Vice-President, Steve Ghadiri, Treasurer, and Rick Harris, Member at Large. Steven Sharp, Secretary.
3. **Acknowledge Presence of Guests / Visitors**
 - a. Ron Parson, Management, Invited.
 - b. Katy Carman, Management
 - c. Stephanie Hoffman, Management, Invited.
 - d. Several owners were present (not required to list).
4. **Owner comments** (limited to 5 minutes per owner, for a total of 30 minutes)
 - a. Several comments received.
5. **Approval of Past Minutes**

Board member Dennis McNamee motioned and Steve Ghadiri seconded to approve the minutes from April 13, 2020 board meeting. Motion passed.
6. **President's Report**
 - a. Nothing to report.
7. **COCID-19 Issues/Response/Plan**
 - a. Ron Parson discussed the impact of the COVID-19 on association and rental programs.
8. **Treasurer's Report**
 - a. Review of the March/April 2020 Financials. Steve Ghadiri, and Ron Parson reviewed the FOA financial reports as provided by McClintock Accountancy.
 - b. Members of the Finance Committee (Evans, Ghadiri & Parson) affirmed that each had monthly reviewed the financials as follows:
 - i. Bank reconciliations – Operating accounts.
 - ii. Bank reconciliations – Reserve accounts.
 - iii. Bank statements – All Accounts.
 - iv. Actual to budgeted operation revenues and expenses.
 - v. Actual operating income and expenses statement.
 - vi. Actual reserve income and expenses statement.
 - vii. Operating and Reserve check registers.
 - viii. Operating and Reserve general ledgers.
 - ix. Delinquent assessment receivable reports.
 - c. Review of Current Loss Runs, Present Activity / Claims. None to report.
 - d. Review of Incidents. None to report.
 - e. 2020/2021 FLRP Budget Approval.

Motion to approve the 2020/2021 Franciscan Lakeside Rental Program Reserve, Operating budgets as presented. The budgets are effective beginning July 1, 2020. 1st: Dennis McNamee 2nd: Steve Sharp. Motion Passed

9. **Committee/Working Group Reports**
 - i. Katy Carman discussed progress of the Buoy Working Group. Buoy Policy will be revised at a future board meeting.
10. **Association Management Report.**
 - a. Report by manager Ron Parson and Katy Carman on the following items:
 - i. Operations update/Action Plan.
 - ii. Owner changes/sales.
11. **Operations Committee.**
 - a. Report by manager Ron Parson on the following items
 - i. Operations and Reserve Projects (painting, decks, etc.)
 - ii. Update on ADA action plan.
12. **Architectural Control Committee.**
 - a. Nothing to report.
13. **Board in Executive Session.**
 - a. The board adjourned the regular meeting at 7:38 PM and entered a closed session to discuss issues permitted by Section 6.6 of the FOA By-Laws.
14. **Regular Meeting.**
 - a. The board reconvened the regular meeting at 7:51 PM.
15. **Items Discussed in Executive Session.**
16. During the Executive Session the board discussed owners with delinquent dues.
17. **Next Meeting.**
 - a. The next meeting of the Franciscan Owners Association Board of Directors will be August 8, 2020, 9AM as a teleconference/video meeting.
18. **Adjournment.**
 - a. The meeting was adjourned at 7:56 PM



Craig Evans
Franciscan Board of Directors