



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 Owners' Association

Date: June 14, 2013
Location: Tahoe Vista, California

CALL TO ORDER

President Richard Baxter called the Meeting of the Board of Directors of the Franciscan Owners' Association to order at 4:00 P.M.

ROLL CALL

(Members Present)
Richard Baxter -President
Jim Donahue -Vice President
Steve Ghadiri – Treasurer
Jack Beacom, Member-At-Large

GUESTS

Jeremy Gorup – Rental Manager
Craig Evans-Board Liaison, Recording Secretary
Owners Present: John and Sandra Williamson, Barbara Ibsen, Dennis and Martha McNamee, Deborah Hiltz, Tom Kerns, Art Widfeldt, Dottie Donahue.

OWNER COMMENTS: (limited to 5 minutes per owner, for a total of 30 minutes).
Several owners made comments.

RATIFICATION OF MINUTES

Jim Donahue motioned to approve the Board Meeting Minutes of 1/12/2013. Steve Ghadiri seconded the motion. Motion was carried to approve the Board Meeting Minutes of 1/12/2013. A draft of the 1/12/2013 minutes were previously approved by e-mail and were put on file at the Franciscan Owners' Association office within 30 days of 1/12/2013.

Steve Ghadiri motioned to approve the Board Meeting Minutes of 3/25/2013. Jim Donahue seconded the motion. Motion was carried to approve the Board Meeting Minutes of 3/25/2013. A draft of the 3/25/2013 minutes were previously approved by e-mail and were put on file at the Franciscan Owners' Association office within 30 days of 3/25/2013.

OLD BUISNESS

Board Liaison Report. Board Liaison Craig Evans reported on issues pertaining to the Franciscan Owners' Association including his Agent Disclosure status, mailing of the Annual Pro-forma budget. Disclosures, Reserve Study, and 2013/14 Dues coupons, pool rehab project. He also reported on the window replacement project, a meeting with the TRPA consultant, the development of a Franciscan master plan, insurance policies and the volunteer work weekend.

Manager's Report. Rental Manager, Jeremy Gorup, reported on various items regarding the rental program

President's Report. President Richard Baxter more in depth the widow replacement project.

Treasurer's report. Treasurer, Steve Ghadiri reviewed the Franciscan Owners' Association financial report as provided by accountant Robert McClintock. He stated that the association is on track with the budget projections.

NEW BUISNESS

Board Member Appointment. Jim Donahue motioned to appoint owner Michele Criste to fill the vacant position on the Board of Directors. Jack Beacom seconded the motion. Motion was carried to appoint owner Michele Criste to fill the vacant position on the Board of Directors.

Board of Directors Elections. By consensus the board agreed that Jack Beacom would serve as Secretary of the board and Michele Criste would serve as Member at Large.

Budget Approval. Michele Cristi motioned to approve the 2013/14 Franciscan Owners' Association annual budget as prepared by accountant Robert McClintock. Jack Beacom seconded the motion. Motion was carried to approve the 2013/14 Franciscan Owners' Association annual budget.

Insurance Approval. Steve Ghadiri motioned to approve the 2013/14 Franciscan Owners' Association insurance expenditures as prepared by Menath Insurance of Incline Village. Richard Baxter seconded the motion. Motion was carried to approve the 2013/14 Franciscan Owners' Association insurance expenditures.

Rental Program Audit. Board Liaison, Craig Evans, on advice of the association accountant, suggested that the rental program finances be audited. Discussion followed. No motion was entertained.

TEMPOARY ADJOURNMENT

Steve Ghadire motioned to temporarily adjourn the Meeting of the Board of Directors of the Franciscan Owners' Association to enter into executive session. Michele Cristi seconded the motion. Motion was carried to temporarily adjourn the Meeting of the Board of Directors of the Franciscan Owners' Association. The meeting adjourned at 6:10 P.M.

Executive Session. Closed meeting to discuss items pertaining to matters outlined in Section 6.6 of the By-Laws. Craig Evans was asked to attend the executive session. Personnel matters were discussed.

MEETING RECONVENED

At 6:55 the regular meeting of the Board of Directors reconvened.

Next Meeting. The next Board Meeting was scheduled for October 18, 2013 at the Franciscan.

ADJOURNMENT

Steve Ghadire motioned to adjourn the Meeting of the Board of Directors of the Franciscan Owners' Association. Michele Cristi seconded the motion. Motion was carried to adjourn the Meeting of the Board of Directors of the Franciscan Owners Association. The meeting adjourned at 6:57 P.M

Craig Evans, Board Liaison, Recording Secretary
Franciscan Owners' Association