



FRANCISCAN OWNERS' ASSOCIATION



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Minutes of the Board of Directors Franciscan Homeowners' Association DRAFT

Date: June 6, 2015
Location: Franciscan Lakeside Lodge, Tahoe Vista, CA

1. **Call Meeting to Order:** The meeting was called to order at 6:06 PM
2. **Roll Call**

President, Craig Evans established that the following board member were present: Craig Evans, President, James Donahue, Vice-President, Steve Ghadiri, Treasurer and Tom Kerns, Member at Large.

Michelle Criste, Secretary, was not present and excused.
3. **Acknowledge Presence of Guests / Visitors**
 - Ron Parson, Management, Invited.
 - Kay Williams, Management, Invited.
 - Ron Wright, Menath Insurance, Incline Village, NV. Mr. Wright explained several insurance options for the Franciscan Owners' Association.
 - Several owners attended (not required to list names).
4. **Owner Comments (limited to 5 minutes per owner, for a total of 30 minutes)**
 - Several owners offered comments (not required to be recorded in minutes)
 - Consensus by the board to refer to the manager a list of issues and complaints received from an owner. Report to be received by the board from the manager by next board meeting.
5. **Approval of Past Minutes**
 - Board member Steve Ghadiri motioned and Jim Donahue seconded to approve the minutes from April 16, 2015 board meeting, with noted corrections. Motion passed.
6. **President's Report**
 - Craig Evans gave a report on several items.
 - Craig Evans created the following committees:
 - Ad Hoc Election Procedure Committee – Jim Donahue, Ron Parson
 - Ad Hoc Finance Committee – Steve Ghadiri, Craig Evans, Ron Parson
7. **Treasurer's Report**
 - Review of April 2015 Financials. Treasurer, Steve Ghadiri reviewed the FOA financial report as provided by accountant Robert McClintock and Ron Parson.
 - Review of Current Loss Runs, Present Activity / Claims, Review of Incidents – Ron Parson reported that there were no incidents noted this period.
 - Ron Parson updated the board on storm damage caused by down tree on Units 61-62. Insurance is in the process of assessing the scope of repairs.

8. Association Management Report

- Management provided a reported on summer property preparations.

9. Operations Committee

- Association Manager, Ron Parson gave an update report on the progress of property issues.
- Craig Evans gave an update on the window replacement project. 100% completed.
- Formation of and Ad Hoc ADA Committee consisting of Jim Donahue, Steve Ghadiri and Ron Parsons. The committee will investigate handicap access issues and needs at the Franciscan.

10. Architectural Control Committee

- Nothing to report.

11. Rental Program Management Report

- Kay Williams provided update of rental program.
- Motion Ton Kerns and second by Steve Ghadiri, to approve the 2014/15 and 2015/16 Franciscan Lakeside Lodge operations budgets. Motion passed.

12. Items to be Considered for Next Board Meeting:

- FOA election procedures.

13. Board in Executive Session

- The board adjourned to executive session at 9:25 PM for a closed meeting to discuss items pertaining to matters outlined in Section 6.6 of the By-Laws.
- Discussion of an owner letter to the Board dated 24 January 2015. The issue was resolved to the satisfaction of the owner concerned.
- The executive session adjourned at 9:54 PM

14. Next Meeting

- The next meeting of the Franciscan Board of Directors was set for August 22, 2015, at 9 AM, as a telephone conference call.
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15. Adjournment

- The meeting was adjourned at 9:56 P.M.

Craig Evans
Franciscan Board of Directors