



FRANCISCAN OWNERS' ASSOCIATION



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Minutes of the Board of Directors Franciscan Owners' Association DRAFT

Date: August 13, 2016
Location: Telephone Conference Call

1. **Call Meeting to Order:** The meeting was called to order at 9:05 AM
2. **Roll Call**
 - a. President Craig Evans established that the following board members were present: Craig Evans, President, Dennis McNamee, Vice-President, and Michelle Criste, Member at Large. Steve Ghadiri, Treasurer, Ken Grien, Secretary were excused
3. **Acknowledge Presence of Guests / Visitors**
 - a. Ron Parson, Management, Invited.
 - b. Kay Williams, Management, Invited.
 - c. Sandra Williamson, owner, committee report.
 - d. One other owner attended (not required to list names).
4. **Owner comments** (limited to 5 minutes per owner, for a total of 30 minutes)
 - a. Comments were received
5. **Approval of Past Minutes**
 - a. **Board member Michele Criste motioned and Dennis McNamee seconded to approve the minutes from June 3, 2016 board meeting. Motion passed.**
6. **President's Report**
 - a. Craig Evans gave a report on several items.
7. **Treasurer's Report**
 - a. Review of the June 2016 Financials. Ron Parson reviewed the FOA financial report as provided by accountant Robert McClintock.
 - b. FOA Reserve funding and special assessment. Craig Evans and Ron Parsons reviewed the funding issues. Discussion followed. The board directed the Finance Committee to make a presentation at the October membership meeting regarding the options for additional Reserve Fund revenue.
 - c. Review of Current Loss Runs, Present Activity/Claims. Ron Parsons reported that there were no items that needed board action or review.
8. **Committee/Working Group Reports**
 - a. Boat Racks: Owner, Sandra Williams reported on the proposed kayak/paddle board/canoe storage racks. By consensus, the board agreed with the plan with funding available in 2017/18 budget and the ability to move funds forward to spring of 2017. Board directed staff and Ms. Williamson to study and propose locations which would not interfere with owners or guests and not present a safety hazard. The board would like to move forward no later than January, 2017.

- b. Nominating Committee/Voting Timeline: **Board member Dennis McNamee motioned and Michele Criste seconded to approve the 2016 Election and Timeline Revision, dated August 13, 2016. Motion passed. Dennis McNamee motioned and Michele Criste seconded to approve owner, Art Widfield as the inspector of Elections for the October 15, 2016, owners meeting. Motion passed.**

9. Association Management Report

- a. Operations Update: Report by manager Ron Parson on several operation items. No board action needed.
- b. FOA Election Procedures: Manager Ron Parson notified the board of some minor inconsistencies in the FOA Election Rules. The board directed the Election Committee to provide a proposed revision at the January 2017 board meeting.

10. Operations Committee Report

- a. 2016/17 Projects: Report by manager Ron Parson on several reserve project items including updates and revisions of time schedules. Operations committee will monitor, no board action needed.
- b. Americans with Disabilities Act (ADA) plan of action update: Report by manager Ron Parson on several ADA project items including updates and revisions of time schedules. **Board member Michele Criste motioned and Dennis McNamee seconded to approve the Revised ADA Compliance Plan dated August 13, 2016, which includes changing the estimated completion date for Phase II to May 2017 and approve allocating \$2500 from the FOA reserve fund to relocate the ADA pool lift to a proper location. Motion Passed.**

11. Architectural Control Committee.

- a. Nothing to report.

12. Rental Program Management.

- a. Resort Manager, Kay Williams provided an update of rental program.
- b. Ron Parson reviewed the rental program financial report.
- c. 2016/17 Rental Distribution Policy: **Board president Craig Evans motioned and Michele Criste seconded to approve the Revised Rental Distribution Policy dated August 13, 2016, with the following changes; Item # 2 shall be changed from 42% to 45%. "Notes" shall be edited to reflect the 45% distribution. Motion passed.**

13. Items To Be Considered For Next Board Meeting.

- a. Reserve funding options.

14. Board In Executive Session.

- a. No Executive Session needed.

15. Next Board Meetings:

- a. Friday, October 14, 2016, 6PM. Board Meeting at the Franciscan Bear's Den.
- b. Saturday, October 15, 2016, 9:30 AM. Annual Owners Meeting at the Kings Beach Conference Center.
- c. Saturday, October 15, 2016, 12 PM. Board Meeting at the Kings Beach Conference Center.

16. Adjournment

- a. The meeting was adjourned at 12:04 P.M

Craig Evans
Franciscan Board of Directors