



Clearlake Keys Property Owner's Association

POA Board Business Meeting Minutes

March 17, 2015

MEETING RULES

Audio or video recording is not allowed by attendees. The Secretary will record the meeting and this recording will be kept for content backup of the meeting minutes, and to aid in the preparation of the minutes. As provided in the "Open Meeting Act", members may observe the meeting but do not have the right to participate in the Board's deliberations or votes. Attendees may address issues during the "Open Forum" portion of the meeting. Attendees may not engage in obscene gestures, shouting, profanity or other disruptive behavior. If attendees become disruptive, they may be expelled from the meeting.

1. Meeting called to order by: **Joe Stella** at: **6:01 p.m.**
2. Pledge of Allegiance
3. Roll call of Board Members:

President: Joe Stella	x	Director: Ed Legan	x
Vice Pres: Doug Smith	x	Director: Steve Monson	x
Treasurer: Sandy Magnan	x	Director: Open	
Secretary: Helene Montgomery	x	Members and Visitors:	8

4. Consent Agenda:

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5. **Treasurer's Report:** Cash on hand: \$186,798. Reserve Fund: \$65,465. Channel Improvement Fund: \$34,994. Lot Improvement Reserve: \$4,115. Feb. revenues: \$11,826. Feb. expenses: \$3,472. Our 2014 tax return is completed and mailed. Cost was \$125. After meeting with an investment consultant at WestAmerica Bank it has been decided that due to the POA having to be risk averse & keep our money 'liquid' that we will just wait out the dip in interest rates & not make changes.
 - a. Call for members to serve on the Audit Committee to audit 2014 records: 1 person has been asked and waiting for response. 2 other names were brought up to ask after the meeting. Ed Legan will be the residing Board member of the committee. D. Krentz volunteered but is ineligible.
6. **Report of Committees:**
 - a. **Membership:** 702 of 831 paid, or 84%. 2 people short \$1.25 and \$2.50 from paying previous year assessment. There are 129 unpaid 2015 assessments. As of 1/19 we have 37 liens on file with the County back to 2008, 14 of which were 1st yr liens in 2014. Lien fees have been paid on 3 of these 2014 liens and they should be released in the next 2 weeks. New lien process for 2015 begins 4/1.
 - b. **In lieu of Admiral:** Fleet report: Harvester: Will be down 2 weeks as there is a fuel leak and the injectors must be taken to Santa Rosa for repairs. Spray boats: #4 still has a fuel leak after completing other repairs. We are researching purchasing 4 new matching/interchangeable

fuel tanks and (gray) hoses at about \$120. each due to the age of those in our fleet.

1. New Harvester: Our access to funds to purchase a new harvester is in question. Our Reserve Fund holds only a little over \$18,600 towards a new harvester as the life of the old harvester has so far been entered on our Reserve Study as far exceeding what it's actual useful life probably is. It has been listed as having a lifespan of 50 years back in 2006 (?) and 40 years as recently as 2012. Though we have \$186k+ on hand, 60k of that is budgeted throughout the year & 90k is earmarked mostly for the replacement of other items or equipment. It is possible to borrow from other funds, but, with the short payback time, we feel that it is not viable at this time without first redoing our complete list of equipment etc., & their values in our Reserve Study. We will continue to research our own funds before the 3/28 meeting.
 - a. Kubota Diesel Warranty: 2 years or 2000 hours
 - b. Projected lifespan of new harvester, as quoted by Aquamarine: 25-30 Yrs depending on usage and maintenance.
 - c. The Board will reconvene in a Business Meeting after the General Meeting on 3/28 to take a vote on purchasing a new Harvester. Please attend the General Meeting to voice your opinion.
2. Appointed Kathy Meister as Admiral on March 17th unanimously. Doug gave her a hat.

c. Channel Improvements:

d. Architectural Review: Garage, Venus Village

e. Neighborhood Watch: Yellow bus on Driftwood: It is unoccupied & the property owner had no knowledge of its presence. Owner has been notified to have it removed.

f. Abatement:

g. Special Projects: Cameras: Trench dug, wires/cables laid. Approx. 1-1/2 hrs left to complete.

7. Unfinished Business:

8. New Business:

a. Appointed Lew Channel to the Board of Directors as Director on 3/17. Vote unanimous. Lew will assume the duties of the Volunteer Coordinator. Welcome!

9. Correspondence:

a. A letter from India Williams, the fiancé of a homeowner, questioning whether or not she can be a volunteer for the POA. Yes, you can, you just can't be on the Board if you are not on the deed. Yes, we now have a receipt book for cash payments, but with over 800 invoices to process, the volunteers ask that you please get your payment in early. Invoices are sent by Mid Dec, and due by Jan 31, after which there is a \$10. Late fee added..

b. An email from Don Hubbard reminding us that meeting notices must be posted 5 days in advance of a regular business meeting or we are violating State Law. We assured him that our "Notice" had been posted in the display case in front of the Keys Club, where we always post it, six days before the meeting, and only the voluntary email notice went out a day late. My fault.

10. Open Forum:

a. Our barge is now in the water and tied up at our lot. A crane was used.

b. Barbara Higman questioned whether we were going to leave our and the County's booms out where they are tied up now, or put them in storage until needed as she had seen several in various channels, but most were tied up. Steve Abel commented there is one behind a home on Driftwood where it did not belong. She is worried they may be lost or destroyed by weather. The Board stated that some will be left to use again at the same location. There will be a boom roundup to pick up any strays. Please notify the POA if you see the large yellow booms floating freely in or out of the Keys. Some are left year round on purpose and some are just too heavy to lift without a 2 to 4 man team or a tractor.

c. Ed Legan regarding sinking boats: The owners of some sinking boats have been notified & the boats need to be removed by the owner. If they are not removed in a timely manner, the Sheriff will be called to take further steps. If you see a boat sinking & can't contact the owner, call the Sheriffs Dept. If there is oil/gas leaking out of the craft, call the Dept of Fish & Wildlife right away!

d. Regarding the downed trees in the Keys/M&M Campground channel: Steps are being taken by the County to get rid of them, but, in the meantime, do not stack any of the wood ON the launch ramp at M&M. Store it beside the ramp and it will be picked up. Kathy Meister has a plan to make a wider pass between the tree & the bank once the harvester is repaired. Steve Abel offered a spray boat to help if needed.

e. This March 2015 edition of the POA Newsletter will be the last until somebody steps up to be the New Editor. You will all still receive an updated list of events and pertinent information at the end of the year for the next year, but, no more newsletters, for now.

11. Next POA Board Business Meeting at the Keys Clubhouse: April 21st at 6:00 p.m.

Adjourned: 6:45pm

Submitted by: Helene Montgomery