



Clearlake Keys Property Owner's Association

POA Board Business Meeting Minutes

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** **August 18, 2015** at: **6:15** p.m.

2. Pledge of Allegiance

3. Roll call of Board Members:

President: Joe Stella	x	Director: Steve Monson	0
Vice Pres: Doug Smith	x	Director: Lew Channell	x
Treasurer: Sandy Magnan	x	Director: Ed Legan	0
Secretary: [vacant]	0	Members and Visitors:	11

4. Consent Agenda:

Business Meeting Minutes of July 21, 2015 unanimously approved

5. **Treasurer's Report:** Summary of POA Assessment status: the current paid 2015 membership assessment count as of June July 9th is 785 out of 831 separate properties – 94% of properties. There are 46 unpaid 2015 assessments. Current lien status: As of 8-10-15 we have a total of 45 property liens on file with the county back to 2008, 12 of which were first year liens in 2015.

The property at 13102 Keys was paid in full for 2013- 2015 so the lien filed on 2011 and 2012 assessments will soon be released.

July financials are as follows: Total cash on hand was \$181,269. Total amount in the Reserve Fund is \$65,465. Total amount in the Channel Improvement Fund is \$34,994. And total in the Reserve for Lot Improvement is \$715. July revenues totaled \$221. Total July expenses were \$4,100 that included \$2,000 for purchase of additional poles for securing the booms in the bridge area and about \$1,700 for harvester repairs.

The Audit Committee has met and should be presenting their report at the September meeting. The Board will be meeting to consider preliminary budget figures to present at the September meeting with the final budget hopefully approved at the October meeting so the Disclosures are ready for a November mail out.

6. Report of Committees:

a. Membership:

b. Admiral Report : Harvester still working and going out tomorrow ,as hydraulics are not working at 100 % ,as we are waiting for replacement parts. Still hard to find dumpsite for weeds as water is so low and most available sites already full from previous dump material.

Kathy Needs volunteer work crew to remove dried up weed from barge that is dry-docked due to low water level at POA lot.

c. Channel Improvements Still awaiting CICC Construction sampling results. Primrose weeds are difficult to remove due to low water level has permitted them to get stronger foot hold in many of the POA canals.

d. Architectural Review: none

e. Neighborhood Watch: Lights stolen from lot at Keys / Everglade .Licence plate number obtained and given to sherrif.White Vehicle description passed on to POA members by notification.

f. Abatement: If any problems call County directly-no new ones. If weeds are problem on a lot, call Fire Dept. directly.

g. Special Projects: Website redo by Clearlake Internet [Kevin Curry] Keep docs on Website and not on DROPBOX to simplify viewing and downloading. Photos given to Sandy for website useage. A mock-up of the new Web site should be available for testing by the next Business meeting

7. **Unfinished Business:** Nominating Committee reported there are no candidates for election-same board members continue serving on the POA board. Secretary search ongoing. Leroy acting as of now. Timeline-2016 Budget update to be presented next meeting in September. To accomplish this, initial budget work shop in next 2 weeks before Sept. meeting.

8. **New Business:** Budget update before tax time/need meeting to accomplish this. [by Sept 15] Initial budget work shop in next 2 weeks before Sept. meeting.Secretary search ongoing. Leroy acting as of now.

9. **Correspondence:** If weeds are excessive on a lot call Fire Dept. directly for action.

10. Open Forum.

11. Next POA Board Business Meeting at the Keys Clubhouse : Sept. 19 2015 at 6:00 p.m.