



Clearlake Keys Property Owner's Association

POA Board General Meeting Minutes

March 28, 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.

The Board will reconvene after the General Meeting to a Business Meeting in order to vote on the Purchase of a new harvester.

1. **Meeting called to order by:** Joe Stella **at:** 2:02 **p.m.**
2. **Pledge of Allegiance**
3. **Roll call of Board Members:**

President: Joe Stella	x	Director: Ed Legan	x
Vice Pres: Doug Smith	ea	Director: Steve Monson	x
Treasurer: Sandy Magnan	x	Director: Lew Channell	x
Secretary: Helene Montgomery	x	Members and Visitors:	12

4. **Consent Agenda:**

General Meeting Minutes Nov. 22, combined with Biz Meeting Nov 18th, 2014: msp

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: Ed Legan & Steve Abel have volunteered. Gayle Atkisson just volunteered. This will be voted on at our next Business Meeting.

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. Since the Business Meeting on March 17th 35 more pre liens have been paid. New lien process for 2015 begins 4/1.
- b. **In lieu of Admiral:** Fleet report: Harvester: We should have the repaired injector pump back

this coming week & the harvester will be ready to go. Spray boats: New lines & gas tanks have been installed on boat #2. We have new lines & tanks for the others, to be installed right away.

1. Appointed Kathy Meister as Admiral on 3/17. Vote was unanimous. Welcome, Kathy!

c. Channel Improvements: Survey: 356 Surveys out of 775 mailed have been returned. Of the 3 questions asked, results are as follows: #1: 135 yes, 214 no. #2: 119 yes, 222 no. #3 112 yes, 229 no. We have suspended the dredging of the Channels project at this time due to this lack of yes votes and commitment from our membership.

d. Architectural Review: Garage on Venus Village and a seawall have been processed.

e. Neighborhood Watch: Yellow bus on Driftwood has been removed. Steve Monson will be talking to Animal Control to determine what can or cannot be done about loose dogs in the Keys.

f. Abatement:

g. Special Projects:

1. Cameras – Ed: The permanent camera system is up & running at Keys & Everglade. This was not financed by the POA but by private funds. Ideally we would like to put in 16 systems & have the Sheriff's Dept have access to monitor all of them. The dummy system will be moved to Keys Blvd & Marina. Insurance for the camera sets has been looked into & it looks like it will cost the POA \$72. per \$1000. worth of coverage.

2. New Harvester – Doug: The POA does not have the funding to purchase a new harvester yet, therefore, Doug is still researching new financing options. We will not be voting on whether to purchase a new harvester or not after this General Meeting, but, will reconvene in order to postpone that vote to another date. We need help with this! According to our current assets, we have \$16,000 set aside, that we can use, for 'replacing' the old harvester, & \$34,000. In the 'Channel Improvement Fund' that might be reallocated for that use, but, we must get legal advice in order to clarify the legally accepted steps to do this, whether it be a vote of the General membership at a General Meeting, or otherwise. The 'Channel Improvement Fund' is still used in various instances such as removing dead trees & other channel obstructions and repairs, so, we cannot just delete the category. That still leaves \$30,000. that we are lacking in order to purchase the \$80,000. new Model we have been considering. Since looking into different purchasing options, it has caused us to discover that our 'Reserve Fund' needs some updating so that we do have correct replacement funds for our equipment when needed. The old harvester cost us \$12,000. In 2013 & \$2,000. In 2014 for repairs & we are up to \$1200. this year already, so, replacing it is in our near future. We looked into financing, it was \$900. per month at 3-1/2% interest. That is beyond our capabilities at present.

7. Unfinished Business:

a. Bidding policy: Still working on details.

b. Final Liability Release Form: After proofreading by Steve Abel, Helene M will run off copies for distribution to Sandy M. and Kathy Meister, who will get them to all of the volunteers to sign. They

will then be kept on file. This was recommended by our insurance company.

c. Revision of Reserve Study: We are just starting the process of re-evaluating our equipment to bring the Reserve Study up to date. We most likely will have to put more money than we currently put into the fund to become fully funded.

d. The Board will reconvene in a Business Meeting after the General Meeting to take a vote on purchasing a new Harvester: We will be reconvening but will not vote on whether or not to purchase a new harvester, but, rather, to postpone the vote to a later date still to be determined.

8. New Business:

a. Appointed Lew Channel to the Board of Directors as Director on 3/17, unanimous. Welcome, Lew!! Lew will be the new Volunteer Coordinator.

9. Correspondence: A letter just signed "Harold" giving kudos to the Board for all that they do and voicing his disappointment that the Dredging Project had to be halted due to a lack of financial participation by the members.

10. Open Forum: Question about whether we could raise POA Assessments in order to raise more funds to replace the Harvester. Answer: To raise assessments/dues would necessitate changing our CC&R's, which takes a majority vote of the full membership. After seeing the results of our Dredging Survey, we think that would be a waste of time & money on mailings. What we could do is hold Fund Raising events. We should start with some socials where we get to know our neighbors & possibly find more volunteers to help the Board in their endeavors on our behalf. We now need volunteers to get the fund raisers started.

It was also agreed that our website is hard to navigate, has documents missing or hard to find & possibly needs revamped by a web builder. We will look into this.

11. Next POA General Meeting at the Keys Clubhouse: June 20th at 2:00 p.m.

Adjourned: 2:59pm

Submitted by: Helene Montgomery

The Board of Directors reconvened at 3:04pm to discuss voting on whether to purchase a new Harvester. It was decided unanimously to postpone the vote to a future date yet to be determined in order to look further into financing.

Adjourned: 3:07pm

Submitted by: Helene Montgomery