



Clearlake Keys Property Owner's Association

POA Board Business Meeting Minutes

Meeting November 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** **November 17, 2015** at: **6:00** p.m.
2. Pledge of Allegiance
3. Roll call of Board Members:

President: Joe Stella	x	Director: Steve Monson	x
Vice Pres: Doug Smith	x	Director: Lew Channell	x
Treasurer: Sandy Magan	x	Director: Ed Legan	x
Secretary: [vacant]	0	Members and Visitors:	6

4. Consent Agenda:

Business Meeting Minutes of September 15, 2015 will be amended and have added contents concerning barge discussion during Treasurer Report per Dennis complaint. It will be then approved at next meeting.

5. Treasurer's Report

- a. Summary of POA Assessment status: Current paid 2015 membership assessment count as of November 7th is 788 out of 831 separate properties – 95% of properties. There are 43 unpaid 2015 assessments. Four of the properties that are paid, paid the assessments and the late fee, but two of the properties had already incurred pre-lien fees and the other two had already had a lien recorded. Payments are required to be applied to the assessment first so the remainder will be added to the next year's assessment.
- b. October month-end financials are as follows: Total cash on hand was \$180,105. 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. October revenues totaled \$1. Total October expenses were \$60.
- c. The Disclosure statement presented for the November mail out. Motion to approve disclosures unanimously approved. These will be mailed prior to the end of November to those who have not agreed to have their notices electronically.
- d. The member insert which contains phone numbers to contact Board members, Neighborhood Watch and the 2016 calendar will also be printed and mailed along with the Disclosure statement. Motion to approve bimonthly meeting starting in 2016 unanimously was approved by board, since this is allowed by bylaws. New Calendar reflecting this change will be on website soon.
- e. A copy of the proposed 2016 Assessment invoice was presented to the Board. They will be printed early in December and hope to have them mailed December 16, 2015. There was language to alert members to the late fee and eventual lien if unpaid by end of April to help members understanding of the due dates.

Since we have not yet gotten the final invoice for the 2016 insurance a motion was proposed and approved unanimously to allow payment up to \$19,000 for current years insurance

6. Report of Committees:

a. Membership:

b. Admiral Report Hydraulics of harvester still pending due to parts on order not received as of yet .Spray boat still being repaired by Steve .

c. Channel Improvements :Algae sample contained so high a bacterial level that testing for biofuel was not possible, as bacteria consumed oil segment of test material. Another subsequent sample must be obtained for further testing to make valid determination as to biofuel percentage of sample. Still waiting on results of Primrose testing due to lab back log.

d. Architectural Review two given to Sandy by Joe.

e. Neighborhood Watch: One house broken into on lake last week reported to Sherriff. One report of illegal concrete dumping into canal from lot reported to sheriff.

f. Abatement: none

g. Special Projects: Ed and Leroy looking into Push Notification alert system for POA. Work still being done on this issue. We do not need a system that requires a moderator, as this is too time consuming. Need board approval as this is done through POA, by one way transmission. More research has to be done on this issue. We still need contact info for all POA members and they have to individually voluntarily sign up for this program.

7. Unfinished Business: Still looking for Secretary as well as Treasurer as no one has volunteered for either open position, even after POA sent put notices asking for volunteers to fill both positions. If you know of anyone contact us ASAP.

The website will probably be down for 2 weeks pending updating with an "under construction "notice on line to reflect changes being made and the transfer process.

8. New Business:

9. Correspondence: no new correspondence.

10. Open Forum. There was a Discussion as to amendment of October meeting to include comments there was a "barge discussion "at last meeting, due to recorder turning itself off during the recording of minutes for last meeting.

11. Next POA Board Business Meeting at the Keys Clubhouse : Jan 19 2016 at 6:00 p.m.