



# Clear Lake Keys Property Owner's Association

## POA General Business Meeting Minutes

Nov 18, 2017

Meeting Starts 2:00 pm at the Keys Club

### 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: Mike Herman at: 2:55 p.m.

2. Pledge of Allegiance

3. Roll call of Board Members:

President: Mike Herman	X	Director: Debbie Changnon	X
Vice Pres: Kathy Meister	X	Director: Joe Stella	E/A
Treasurer: Heather McFadden	X	Director: Ed Legan	X
Secretary: Heidi Aragon	X	Members and Visitors:	20

4. Presentation & Speaker: CLO Early Warning System, Ed Legan & Mike Wink of Cal Fire

5. Consent Agenda: 6 board members + 14 general members representing different households = a quorum. (15 only are needed, including 4 from the board.)

Meeting Minutes: September & November 2016, March, June & September 2017. MSP

Meeting dates for 2018: Dates will be handed out in the calendars for 2018 & posted on the website.

Times have changed to 5PM on regular board meetings & 10AM for general membership meetings.

6. Treasurer's Report: 2018 Budget, 2018 Disclosures, Liability account for Disaster, Liability accounts for equip & repairs, Liability accounts for Abatement and Legal expenses. Transfer of available 2017 funds. This was discussed and MSP at the board meeting on 11-14-17. Please see those minutes for further details.

### Clear Lake Keys POA-Treasurer's Report

November 18, 2017

1. October month-end financials are as follows.

a. Total cash on hand is \$247,374.

b. Total amount in the Reserve Funds as follows:

- i. Reserve for existing equipment replacement is \$71,746.
- ii. Channel Improvement Fund is \$44,188.
- iii. Reserve for Lot Improvement is \$235.
- iv. Reserve for New Equipment is \$53,270.

c. Total revenues for September and October totaled \$1153.

d. Total expenses for September and October totaled \$2722.

7. Report of Committees

**a. Admiral & Channel Improvements Report:** Condition of all equipment & channels: Some complaints of milfoil weed growing out into channels, but because of lake level, nowhere to put them if harvested. Kathy will look at "trimming" some weeds and looking for a dump site. All equipment working & new drivers for spray boats. Mike H. requested list of drivers for him & Heather M. for insurance purposes.

**b. Architectural Review:** none

**c. Neighborhood Watch:** Mike H. presented. Except for a shooting last month and a vehicle fire this month, fairly quiet.

**d. Abatement:** Heidi A. presented. New Enforcement Policy forthcoming after legal issues have been addressed. Not too much activity. Please refer to minutes dated 11-14-17 for further details. A 3<sup>rd</sup> complaint of resident having 3 trailers, three 3-wheelers, truck with tires & 2 piles of dock foam in front of property. Owner said he would have it gone in a month. He's been ill.

**e. Special Projects:** Early Warning System Committee: We had 2 guest speakers, Mike Wink of Cal Fire & Dale Carnathan, office of emergency services. Discussed was the viability, possible cost, where donations might come from, range of hearing for an early warning horn tower, how citizens are notified, how to sign up for notification via cell phone & computer. Also touched on were evacuation procedures whether fire or flood.

**f. EARTH: Meeting Report:** Mike H. presented. Discussion of Keys channels most affected by runoff, specifically Schindler Creek, Shoreview and Marina Village. Also, CLO Water co. will begin digging up Everglade on 12-5-17 and finish around the middle of January. A second working pipe was discovered, so it will not be necessary to block access by boat those who wish to travel on the east side. Because of delays in repaving parts of Keys Blvd., it was decided to buy a small amount of road material and fill our own potholes ourselves until the responsible parties get around to it, possibly next summer. Next meeting for EARTH that covers Keys topics will be 1-3-18 at Clearlake Oaks Senior Center at 2PM.

**g. Assessment Management:** 2018 Invoice form: MSP approval for form on 11-14-17. Approval was given to Sandy M. to act as claimant for a property on which a lien was resolved and overpayment was made.

**8. Unfinished Business:** Sale of Floating Platform: This was approved in special meeting of the board in October to open bids at a minimum of \$5,500, with proceeds to go to new equipment fund. The sale ad must be posted a minimum of 3 weeks before selling and will commence in January.

**9. New Business:** Announcement was made by Sandy that envelope stuffing for invoices, disclosure statements, calendars and emergency preparedness information will commence 11-28-17 @ 10AM

**10. Correspondence:** none

**11. Open Forum.** Resident named Linda took it upon herself to check street lights at night, then report outages to PG&E. She wishes to be placed on the website as a contact person for outages.

**12. Next POA General Meeting at the Keys Clubhouse:** March 24 2018, at 10:00 am

**Adjourned:** 3:50PM (note-meeting was delayed due to guest speakers giving their talks before the meeting officially began.)