

Minutes

Carlyon Beach Homeowners Association

Board Meeting Tuesday, September 25, 2018

- I. Call to order by Margaret DesRochers. 7:00 pm.
- II. Flag Salute
- III. Board members present: Margaret DesRochers, Lisa Krupp, Sandi Allen, Lars Swartling, Dick Morton, Rick Gamas. **Dick Morton moved and Sandi Allen moved to excuse Mike Cooper from the board meeting. Passed 6-0.**
- IV. Member comments: A number of people spoke to issues about trees and views. The board will consider the situations.
- V. Approval of August 28, 2018 board meeting minutes. **Sandi Allen moved and Lisa Krupp seconded to approve the minutes. Passed 6-0. Sandi Allen moved and Lars Swartling seconded to approve minutes from two special board meetings held Tuesday, September 11, and Monday, September 17. Passed 6-0.**
- VI. Treasurer's Report – Lisa Krupp – see attached report.
- VII. President's Report – Margaret DesRochers –
 - The Board President reported on the maintenance staff for CBHA. The original maintenance staff of CBHA consisted of Randy Curtis, full time pump truck driver; Andy Bergman, maintenance/CDL; Jesse Curtis, maintenance/back up CDL driver; Paul Bergman, maintenance lead/CDL.
 - Over the month of September, the following changes occurred with our maintenance staff: Randy Curtis-no change; Andy Bergman-quit for personal reasons; Jesse Curtis gave 2 weeks' notice, he received an employment offer from LeMay with a better salary and better benefits including a 401K. We hired Skyler Barker, who lives in the community, for maintenance and CDL training and Brenden Thompson, who also lives in the community, for maintenance and water certificate training. As the community is concerned about employee compensation I will report that the wages for these two new employees combined is no more than the combined wages for the two employees that left our employment.
 - In addition, Paul Bergman received an employment offer from Howdy Dowdy with a higher hourly wage. He has also left. We hired a new employee, John Krenik, who has an electrician license, a plumber license, and a water II certificate, all current. Again, his starting wage is less than we were paying Paul.

- Last Tuesday our Ops Manager, Chuck Toler, left his position with CBHA. No notification or reason was given.
- We now had three new employees starting work on Tuesday, September 25th and no one to train them. Mike Cooper and I spoke with Jesse Conwell several times and came to an agreement with him to train our new employees on a temporary basis. The wealth of knowledge that Jesse brings back to the community regarding our systems and maintenance will be beneficial to the community and to our new employees.

VIII. Committee and Board Member Reports

- a. Marina – Sandi Allen – Water restored on B-dock. New poles have been placed to secure new fire extinguishers. Repairs are-going.
- b. Architecture – Rick Gamas – New fences and a couple new homes are under construction.
- c. Parks and Recreation – Lars Swartling and Lisa Krupp – The new fence to be placed around the small park is being finalized.

IX. New business

- a. **Lisa Krupp moved and Sandi Allen seconded to write off \$1,207.45 of bad debt on a tax foreclosure at 9816 Channel Drive. Passed 6-0.**
- b. Rick Gamas is going to look into floor covering replacement for the rental house.


X. Unfinished Business

- a. Website and distribution of information to the community. **Sandi Allen moved and Rick Gamas seconded to keep the CBHA website for basic CBHA information and keep the link for Next Door for social commentary. Passed 6-0.**
- b. Car issue at 2424 Crestridge Dr. **Dick Morton moved and Rick Gamas seconded to not go forward with consequences until the final paper work is completed. (The receipt of the title) Passed 6-0.**
- c. Club House repairs to replace rotting and termite damaged beams are continuing.
- d. Dick Morton said two more water meters had been placed.
- e. Dick Morton says that finding all the existing water mains is continuing.
- f. No members were present to speak to any further changes or recommendations for the proposed Rules and Regulations.
- g. **Lisa Krupp moved and Rick Gamas seconded to accept the wording of the Rules and Regulations draft 2/19/2018 as amended and that a final draft be prepared for approval at the October board meeting. Passed 6-0.**

XI. **Dick Morton moved and Rick Gamas seconded to move to executive session. Passed 6-0. 9:15 pm**

- XII. Reconvene regular session at 9:45.
- XIII. **Lisa Krupp moved and Rick Gamas seconded to increase the salary of the lead truck driver for taking on additional responsibilities. Passed 6-0.**
- XIV. **Dick Morton moved and Lars Swartling seconded to employ Jesse Conwell to a temporary position as spelled out by Jesse and the President. Passed 6-0.**
- XV. **Lisa Krupp moved and Lars Swartling seconded to adjourn. Passed 6-0.**
9:55pm.

Respectfully Submitted By,



Rick Gamas
Secretary

**Treasurer's Report
October 23, 2018**

I. Balance Sheet

Operating Funds

General	\$216,710
Marina	\$ 82,220
Sewer	\$ 9,649

Total **\$308,580**

Capital Funds (combined)

Total **\$ 76,448**

II Profit and Loss Budget vs. Actual Accrual Basis July through September, 2018

General Fund: Three months, or 25%, into the current fiscal year, we would expect to see that about 25% of the budget has been spent. Total expenses in the general fund are \$124,629. This is 25.3% of the budget, so on target thus far. Personnel expenses are currently within the budget at 25.5%. Other areas are also within budget at this point.

Marina Fund: Marina expenses have been very minimal to date, only \$2,132.

Sewer Fund: To date, the sewer fund has an income of \$64,417. Expenses total \$58,576, a difference of \$5,841. Personnel expenses (24%) and contractual services (21.8%) are within budget. Total expenses are 23.4% of budget.

Capital Fund: The capital fund assessment is \$220,847 for 2018-19. Because we paid for the truck during the current fiscal year, the profit and loss statement will show a negative in net income for the entire fiscal year, even though money in the reserve account paid for the truck. Capital expenses this year total \$249,723 for the truck and paving. Thus, the \$-28,876. The Balance Sheet shows that the capital fund is increasing in value, from \$63,892 last month to \$76,448 at the end of September. While there will be additional capital expenditures this year, the intent of the Board is to rebuild the reserve fund.