

Big Trees Village Property Owners' Association
Board of Directors' Meeting Minutes
February 10, 2018

APPROVED

In Attendance:

Present: Tom Wismar, Nancy Larson, Kristin Randall,
John Kemmerer, Linda Payton, Mary Ann Franscioni
Absent: Kayvan Ashourizadegan
Manager: Mary Ellen Nikkola
Members: Steve Lauterbach

Meeting called to order by Mary Ann at 3:02 pm

Review and approval of January board meeting minutes:

- motion by John, second by Nancy, approved unanimously

President's Report

- RAM position has been filled verbally; written contract still to be completed
- Emma Diegoli will be head lifeguard this summer and help with scheduling and managing lifeguards.
- Mary Ellen is continuing to interview applicants for the maintenance position
- We are beginning to solicit prizes for the member raffle
- June Board meeting will be moved to Father's Day weekend (June 16, 9am)
- Yoga activity will be open to Association members (pool membership not required)

Operations Report by Mary Ellen (see attached):

- Have completed master membership list for 2018 membership mailing; cost of mailer approx \$1800
- Contacted Conservation Camp program for lot clearing; Board decided to request 10 days of work crew for \$2000
- Pest report completed and required repairs identified
- Roof inspection planned for next week (~Feb 11-15)

Financial Report:

- John recommended closing separate Capital Campaign and Wish List bank accounts and combining in main operating account. Both funds will be tracked within operating account.
- Approx account balances:
 - Operating (Checking) \$39k
 - Reserves \$34k
 - Capital Campaign \$7,600
 - Wish List \$3,700

VIP Report (Nancy Larson):

- Calfire has a new staff member coordinating the VIP program. Nancy has drafted a new lot inspection letter as a courtesy notice. Nancy proposed we make a decision about the program at the March Board meeting for the upcoming summer.

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- Eric Larson has applied for Firewise \$500 grant

EPPOC Report (Steve Lauterbach):

- Arnold Rim Trail has work days on the 3rd Saturdays

Long Term Planning Committee:

- None

Old Business:

- Operations manual created and given to Edie Diegoli for editing
- 2018 Membership mailer has been created and commented on by the Board

New Business:

- Bigtreesvillage.com domain became available and was registered by Steve Lauterbach; traffic is forwarded to our current site Bigtreesvillage.org

Correspondence:

- None

Open Forum:

- None

Meeting adjourned at 4:41pm

Next Board meeting March 10 (3pm)

Minutes respectfully submitted by Tom Wismar