

Big Trees Village Property Owners' Association
Board of Directors' Meeting Minutes
May 12, 2018
Approved

In Attendance:

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

Meeting called to order by Mary Ann at 9:00 am

Review and approval of April board meeting minutes:

- motion by John, second by Nancy, approved unanimously

President's Report

- Employee orientation planned for Memorial weekend (Saturday, 9am)
- Policy for member pool use is posted on the website
- Employee pool use benefit reviewed; employees living outside of BTV boundary are allowed to bring immediate family only at no charge; employees living inside of BTV boundary must have a membership.
 - ***Motion made by Kayvan that all employees with the ability to purchase a pool pass must do so in order for their family to use the pool. Employees without ability to purchase pool pass must accompany their immediate family to the pool at no charge contingent upon Board review of insurance coverage.***
 - ***Second by John, approved unanimously***

Operations Report by Mary Ellen (abbreviated):

- Lifeguards have been hired; employee availability is being coordinated
- VWC lot clearing is almost completed.
- Pools are up and running
- Asphalt walkway repair has been completed
- Snack shack swamp cooler repair scheduled; part ordered for large pool pump on/off switch repair; golf cart has been repaired; pool deck joints are being re-caulked

Financial Report:

- Income is currently running ahead of budget; expenses are under-budget; cash balances are good

VIP Report (Nancy Larson):

- Coordination with Calfire is ongoing and has been difficult. Erik will present the current fire prevention program at the Memorial Day weekend member meeting.

EPPOC Report (Steve Lauterbach):

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- None

Long Term Planning Committee:

- None

Old Business:

- Board reviewed and commented on updated employee HR and policy manual.

New Business:

- Steve Lauterbach recommended we migrate our website domain to SiteGround to save cost and improve management (software updates, etc.); Board agreed to follow his recommendation

Correspondence:

- None

Open Forum:

- None

Meeting adjourned at 10:00am

Next Board meeting June 16 (10am)

Minutes respectfully submitted by Tom Wismar