

Board of Directors Executive Session meeting held on January 10, 2016 @ 5:00pm at the Club House

Attendees: Marguerite Elia, President; John Schroeder, Director-At-Large; Greg Watanabe, Treasurer; Julie Kawaye, Secretary

- Meeting began at 5:07pm, quorum was satisfied.
- November 5, 2015 Meeting Minutes
  - Edits
    - "suggested financial surplus language"-per attorney & CPA, does not apply to our tax category.
    - "suggested board members meet in person on all issues"-per lawyers, can make decisions on standard email if all 5 members answer. If email discussion becomes a debate, it needs to go to meeting. If unanimous, there is no need for a meeting.
    - treadmill-working again. Will not need to look into new treadmills.
    - Collection agency memo
      - unanimous vote: This proposal passed.
  - Accept edits and updates on minutes
    - unanimous vote: Minutes accepted.
- CAMS and former Property Manager
  - President and Vice President were emailed a handwritten invoice for rubber bumpers for our recycling containers by the former Property Manager.
  - Per Board request, only 2 rubber bumpers were needed; however, former Property Manager bought and installed 4, one of which was taken off as it caused obstruction of walkway and posed a tripping hazard.
  - As only 3 remain and the Board was not consulted for the additional bumpers, we propose to pro-rate invoice amount and send back to former Property Manager.
  - Also, our signed contract states that, in order for Property Manager to purchase any item to be reimbursed by the Board, the items in question must be bid for and approved by the Board before purchase. In this case, then Board feels it is not responsible for the invoice as mandatory procedures were not followed.
    - President to check contract for language to determine if Board is liable for any of the invoice costs.
  - Vote to challenge invoice (pro-rate for only 3 bumpers)
    - unanimous vote: passed.
- City of Sacramento Department of Utilities -public hearing and protest letters
  - water rate increase proposed. The Utilities Rate Advisory Commission is holding a public hearing on Wednesday January 27 at 5:30 at the City Hall Council Chambers . Letters of protest against rate increase can be filed with the City Clerk before the hearing.
  - John Schroeder to make flier and put on bulletin board for residents.
- Cinder block cracks
  - wall facing Pocket cracked and has a loose iron-fence area.
  - Authorize Marguerite to bid and propose/follow-up via email correspondence for cinder block repairs and iron rail repair.
    - unanimous vote: passed.

Meeting ended 6:32pm. Respectfully submitted, Julie Kawaye