

Yosemite Lakes Owners Association

Open Board Meeting Minutes
April 2, 2024, at 6:30 pm
Via teleconference and at the clubhouse

Cheryl Bluhm, President
Kathy Miller, Vice President
Beate Olivas, Treasurer
Pam McDaniel, Secretary
Rose Mackey, Director
Randall Sacks, Director
Kenneth Sartain, Director
Jeremy Mayes, Executive
Director

Additional Attendees: Beth
Hatch, CAM

* = absent **MSC** = Motion, Second & Carried **MSF** = Motion, Second & Failed

1. **Establish Quorum/ Call to Order:** The meeting was called to order at 6:43 p.m. with a quorum of the Board members present.
2. **Member Comment:** Five members addressed the board of directors.
3. **President's Comments:** YSPUC and YLOA board meetings will not be held on the same day. It will be announced when the YSPUC board meetings resume. Joel Greathouse was appointed to the vacant seat on the YSPUC board. President Bluhm would like to welcome the new executive director, Jeremy Mayes, as his first day was Monday, March 18th. I am grateful for GrandManors coming in and providing structure and protocols that staff are now receiving. I look forward to governing the Association instead of trying to manage and operate it as a board.
4. **Management Report:**
 - Rec Center
 - New landing surface – YLOA has contacted a playground contractor and is working with them to complete bids to refill the engineered wood fiber (EWF) at the Rec Center playground.
 - Inspection – YLOA has contacted multiple vendors to secure a playground inspection at the Rec Center.
 - Benches and Tables – Maintenance has ordered replacements for damaged benches and picnic tables.
 - Fencing – Maintenance has been tasked to get repair quotes for the graveyard and baseball fences.
 - Pool Facility
 - Painting and superficial improvements will begin later in April.

- Management is gathering information on pool furniture options for the Board to approve.
- Management is reviewing a new access control system and several other minor improvements (sign package, sound system, etc.).
- Graeme is working on scheduling a CPO (certified pool operator) class for the maintenance team.

Fairway Café

- Management and several stakeholders are meeting to review the ADA and flooring items this week. Once management understands this repair better, we will work with Fairway to schedule it.

Trails

- Maintenance and management are meeting this week to discuss several items brought up in the parks and Trails meeting.

Golf Course

- Maintenance is gathering bids to repair the Italian Cypress adjacent to Yosemite Springs Parkway.
- Maintenance is working on correcting the irrigation before the summer heat.

Courtesy patrol

- We're down to (4) courtesy patrol officers. There's no coverage between 7 am and 1 pm. Admin staff are holding the phone during those hours.

Staff

- Open YLP positions
 - Currently, YLP has numerous open positions. However, as people are still dropping out, and we're unsure what the 24-25 budget will fund, I am not eager to backfill these positions.
 - We plan to have our new aerobics inspectors begin on April 8 and April 22. Alex and Beth ensured that vehicle and technical needs were met.
- Staff Notes
 - Jeremy started weekly staff meetings with the YLOA and maintenance teams. We're working on meeting times for other departments.
 - Jeremy met with all department heads to discuss their concerns, goals, and budgeting needs.
 - Morale is good among the team; I'm currently preaching accountability.
 - Staff salary adjustments must be made near the end of April. Jeremy is reviewing salary standards and will update the Board during our budget meetings.

We have February financials, and the board has several bits of information in front of them. Jeremy wants to mention this, especially for anybody looking at the financials; you will see that it does not look good. That is because we do not have any financials from July 1 until February 1; there is no financial information. Everything we have done is just a snapshot from February 1. For example, you might see that our income in February was supposed to be \$300,000 and that our year-to-date income by this point was supposed to be 3.5 million dollars. Since we do not have any information before February, that year-to-date income line might look like it's \$3 million short. That doesn't mean we're \$3 million short on the revenue. That means we don't know what that information

was because it wasn't captured in the reporting period. Our new budget, of course; when we get to the new budget year, that will help, and that will fix, and that will change some things, but so I'm telling you all that to say these numbers, these financials, they will be on the website for people to review. First, I want to mention that Blue Heron has made a profit for the year. We did have a slight loss in the Fairway Café for the current period. Nothing significant, but I certainly want to see an improvement. Golf: We saw a profit of about \$9k in golf over our expenses during this period. The other thing that concerns me a little bit, and one reason that I am a little worried about the monthly revenue, is that our monthly income is about \$250k below what it should be. We know who paid assessments, but it's not reflected on the financials of those who spent their assessments annually. For example, it was not prorated in July, so it is not an accurate representation. If somebody paid their assessment for February last July, we do not have a representation of that in this February financial. My point is there is a snapshot; it is a February snapshot; outside of February, it probably won't do a lot of good. But I think we also need to have some context on these numbers. When homeowners look at them if you have questions, you are welcome to email us, and we'll answer them.

5. **Treasurer Report:** The 2022 & 2023 financial reports are with Tom Bell, and they will complete the review after tax filing season. Once they finish the review, this will qualify us now, where we can apply for grants. Also, last year, the board approved an audit. So when I started looking for different companies to do an audit as approved up to \$50k, they wanted updated financials, which we did not have. I verified that all written checks over \$2k received two signatures. The business money market has (4) accounts, and the total amount in those (4) accounts is \$300k, and they are getting an interest rate of 4.86%. We have (7) accounts for business checking, totaling \$35,221. As of February 29, 2024, for the prime business checking balance, bank accounts were \$339,648.
6. **Prior Meeting Minutes:** March 5, 2024, meeting minutes were ***MSC*** (*Director Sacks made the motion and was seconded by President Bluhm with Director Miller abstaining*)
7. **Department Manager's Reports:** See attached dept. manager reports.
8. **Financial Report:** See attached financial reports.
9. **Business at Hand**
 - A. **Sierra Golf Maintenance Contract Renewal** – Jeremy Mayes recommends we begin signing the 2-year agreement. It was approved last month, and Jeremy can proceed with signing the 2-year agreement with SGM.
 - B. **Review Agreements for Armored Car Service** – Director Sacks motions to approve a 3-year agreement with Loomis, Treasurer Olivas seconds, ***MSC 7-0***
10. **New Business**
 - A. **Equestrian Facility Protocol Review for Non-Boarders** – what was decided (not apparent in the meeting recording)
 - Director Miller motions to increase the maximum allowable number of stalls for non-residents from (2) to (4) – Director Bluhm seconds and ***MSC 7-0***
 - Director Miller motions to complete the non-boarder application and pay the annual usage fee if applicable – Director Bluhm seconds and ***MSC 7-0***
 - Director Miller motions no smoking or vaping is allowed – Director Bluhm seconds and ***MSC 7-0***

- Director Miller motions if training classes are canceled for any reason, they may be rescheduled with a 24-hour notice on the whiteboard to notify fellow boarders. Director Olivas seconds and **MSC 7-0**
- Director Miller motions horse owners are not allowed to vaccinate their horses themselves. Vaccinations must be administered by a certified veterinarian or vet technician under a certified veterinarian. **MSC 7-0**

B. Review ECC Fine Schedule Revision – To streamline the fine structure and assist with owner compliance.

- First notice 15 day follow up (no fine)
- Second notice 15 day follow up (\$100.00)
- Third notice 15 day follow up (\$500.00)
- Fourth notice 15 day follow up (\$1,000.00) (or blatant violations or non-repairable)
- Fifth notice 15 day follow up (\$2500.00)
- Sixth notice 15 day follow up (\$5000.00)

Director Bluhm motions that we accept the proposed ECC fine schedule with the changes noted. Director Sacks seconds and **MSC 5-2 (Director McDaniel & Miller voted no)**

C. Board Meeting Attendance – Director Miller motions to clarify confusion as to who is invited to board meetings, to comply with the YLOA bylaws, I move that YLOA board meetings will be limited to members of the association & accompanied guests, which includes associate members as defined in our bylaws, and guests invited to provide information to the board of directors. Members will be required to sign in when attending board meetings. (YLOA Board Meeting Minutes, December, 2021, Item 8.5). Director Sacks seconds. Discussion. **MSC 6-1 (Director Bluhm voted no).**

D. Golf Committee Rules – 28-day review – See rules attached.

MSC 7-0 once the 28-day review process is completed.

11. Lien Resolutions

The assessments charged against the properties identified below are more than 60 days delinquent. The board of directors hereby authorizes Fiore, Racobs & Powers to record a lien on behalf of the Association against (2) properties:

PARCEL NO.: 093-520-006, 092-270-010

In the executive session meeting which took place on [March 15, 2024] the board of directors authorized its attorney to initiate an action for judicial foreclosure of the Association's lien against the following properties: 093-510-026, 093-250-017, 093-350-013, 093-060-019, 093-430-024, 093-490-016, 093-050-004, 093-390-017, 092-130-032, 093-260-005, 092-150-023, 092-350-009, 093-030-020

Seconded by Director Sacks and **MSC 7-0**

12. Committee Reports – Committee Chairs will provide written reports beginning May 2024.

- 13. **Prior Executive Meeting:** 3/15/2024, 3/17/2024 & 3/18/2024 regarding liens, personnel and approval of procurement agreement.
- 14. **Adjournment:** *MSC* will adjourn the Open Meeting at 9:15 p.m.

Pam McDaniel
Pam McDaniel (Jun 13, 2024 16:19 PDT)

06/13/2024

Board Member Signature

Dat






Microsoft Word - YOSLAKES - 2023_12_05_YL OA_Minutes

Final Audit Report

2024-06-13

Created:	2024-06-13
By:	Beth Hatch (beth.hatch@grandmanors.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAKd6e6cOShQK7ead4i6apG6NFr9RNNh46

"Microsoft Word - YOSLAKES - 2023_12_05_YLOA_Minutes" History

-  Document created by Beth Hatch (beth.hatch@grandmanors.com)
2024-06-13 - 10:35:00 PM GMT
-  Document emailed to Pam McDaniel (pamm@ylponline.com) for signature
2024-06-13 - 10:35:05 PM GMT
-  Email viewed by Pam McDaniel (pamm@ylponline.com)
2024-06-13 - 11:18:38 PM GMT
-  Document e-signed by Pam McDaniel (pamm@ylponline.com)
Signature Date: 2024-06-13 - 11:19:02 PM GMT - Time Source: server
-  Agreement completed.
2024-06-13 - 11:19:02 PM GMT