

Lodge Bungalows at Saddle Creek Homeowners Association

Board Meeting Minutes

September 20, 2014

The meeting was called to order by Peter Michell, Board President at 10:00 a.m. in the Lakeview Room at Saddle Creek Lodge, Copperopolis, California.

Board Members Present:

Peter Michell, President
David Tu, Vice President
Clifford Franklin, Director
Mark Lorion, Treasurer/Secretary

Board Members Absent:

Greg Rajala, Director

Also Present: David Stroth, Vice President, Massingham and Associates sitting in for M&C Association Management, Valerie Fontes - Guest Service Manager for the Lodge Bungalows, Dennis Contreras - Saddle Creek Maintenance, and 2 Bungalow Owners.

Approval of Minutes: *A motion was made by Clifford Franklin, seconded by David Tu, and carried 4-1 absent to accept the Minutes of the April 26, 2014 Board Meeting as presented.*

Treasurer's Report: Mark Lorion gave the Financial Report. The April, May, June, July and August 2014 Financial Reports and Bank Statements were reviewed. *A motion was made by David Tu., seconded by Clifford Franklin, and carried 4-1 absent to approve the financial reports and bank statements for January, February and March 2014 as presented.*

2015 Budget: The 2015 Operating budget for the Lodge Bungalows at Saddle Creek Homeowners Association was reviewed. *A motion was made by David Tu, seconded by Clifford Franklin, and carried 4-1 absent to approve the 2015 Operating Budget as presented. Assessments for 2015 will be \$183.00.*

2014-2015 M&C Association Management Contract: The Board review the 2014-2015. *A motion was made by Clifford Franklin, seconded by Mark Lorion, and carried 4-1 absent, conditional approve of the 2014-2015 management contact as presented. Condition, final approval will be provided by Board President, Peter Michell.*

Bungalow Management Report:

Maintenance Report – Dennis Contreras reviewed the maintenance and repair work performed in the bungalows since his last report. His report stated:

- Due to the weather, the water situation is causing the ground level to sink. This is an issue for sprinkler heads and underground valves.
- Numerous toilet flush issues due to grit in the pipes.
- WIFI upgrades are scheduled for October.
- Concrete Grinding was accomplished on Walkway #90B.
- The garbage disposals were discussed and found needed.
- 35% water required water reduction was accomplished with resetting of timers
- Water systems are to be flushed in November, December
- Bollard lights all refinished with 2 photo cells replaced

Manager's Report – Valerie Fontes reported on the following items:

- Valerie reviewed the Rental Revenue Distribution among Bungalows
- An on-line reservation system was discussed, no date was provided
- Service animals were discussed. No option at this time to limit.

- Valerie provided new pricing information for the golf packages and a new room service option to be implemented.
- She reviewed the monthly net revenue report.
- Valerie also discussed the occupancy report.
- Valerie inventory cost and review of units to ensure coverage
- Valerie discussed the revenue distribution, including rotation and availability.
- In response to the board, window cleaning and deep cleaning will be addressed.
- In response to the board, the 2015 management Agreement and Terms are not yet available for review.

Old Business: Nothing to report.

New Business:

2014 CPA Tax Preparation Proposal: The Board reviewed the proposal from Schwartz Giannini Lantsberger & Adamson Accountancy Corporation. *A motion was made by Mark Lorion, seconded by David Tu, and carried 4-1 absent to approve the Schwartz Giannini Lantsberger & Adamson Accountancy Corporation for the tax return preparation for \$300.00, to be paid from the Operating Account.*

Homeowners Forum: Homeowners discussed issues of the association.

Date of Next Directors Meeting:

The next Meeting will possibly be a teleconference meeting February, 2015. Date and time to be announced at a later date.

Adjournment: The meeting was adjourned at 12:25 p.m.

Mark Lorion, Secretary/Treasurer