

**MINUTES**  
**PINE MOUNTAIN CLUB PROPERTY OWNERS ASSOCIATION, INC**  
**BOARD OF DIRECTORS' – REGULAR MEETING**  
**SATURDAY, NOVEMBER 18, 2017**  
**10:00 AM – CONDOR ROOM**

**APPROVED**  
**12/16/2017**

The minutes reflect the decisions made during the meeting, but not what is actually said at the meeting.  
The minutes are a permanent record of actions taken by the Board. Agenda available upon request.

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**I. CALL TO ORDER**

Vice Chairman John Cantley called the meeting to order at 10:00 am. Seven directors attended: Stephan Bates, Sandy Browne, John Cantley, Michael Glenn, Garry Kemmer, Bryan Skelly and Doug Wilde. Directors Bill Gurtner and Phyllis Throckmorton were excused. Also in attendance were general manager Karin Shulman and recording secretary Grace Wollemann.

**II. ADOPT THE AGENDA**

**MOTION** by Director Browne, **SECOND** by Director Kemmer that the agenda for the Board of Directors Meeting of November 18, 2017 be adopted.

**III. CONSENT AGENDA**

**MOTION** by Director Browne, **SECOND** by Director Glenn to approve the Board of Directors Regular Board Meeting minutes of October 21, 2017. **MOTION** carried. Unanimously.

There were four (4) Committee Applications for approval: Lee Dunnavant, Bob Lewis, Alicia St. Clair and Michelle Throckmorton.

**IV. OFFICER REPORTS**

1. Chair's Report..... **See Condor**
2. General Manager's Report.....**See Condor**
3. Treasurer's Report.....**None**

**V. COMMITTEE REPORTS**

The board acknowledged receipt of committee minutes.

**MOTION** by Director Browne, **SECOND** by Director Kemmer to approve the committee minutes.  
**MOTION** carried. Unanimously.

There were zero (0) Environmental Control Committee Projects submitted this month for approval.

There was one (1) Cottage Industry Permits submitted this month for approval.

**MOTION** by Director Browne, **SECOND** by Director Skelly to approve one (1) Cottage Industry Permit.  
**MOTION** carried. Unanimously.

## **VI. MEMBER'S OPEN FORUM**

**3507-424** – Member discussed having procedures for safety and risk management in order to deescalate possible threats to members and staff.

**3405-081** – Member presented a petition by the Celtic group to be reinstated and have access to the Condor room on Tuesdays. Member stated the Celtic group had up to 25 members who attend. Director Cantley suggested the group become a club which might solve the problem. Director Cantley stated in order to be a club they would need a charter and list of members, then they could be sanctioned. Member stated she would look into that.

**3402-217** – Member expressed concern that the Associations solutions are to take something away from the membership such as, service and plans to take some of the Condor room away. Member expressed the Bistro costs about \$80 a year, about \$7 a month. Member felt once the Bistro is gone the Association will lose other activities. Member discussed lots owned by the Association that costs the homeowners \$20 a year. Member suggested that the board and community think proactively on how to get someone to buy the lots.

**3508-386** – Member voiced concern over the buffets. Member felt the food is not kept at temperature as designated by the health department and that our ABC license might be in jeopardy. Member discussed tripping hazard from the wires going to the podium. Member discussed loss of servers due to lack of tips. Member suggested the board call ABC in Kern County. Director Kemmer stated he talked to the health department and is getting full permits.

**3402-065** – Member asked about the ATM machine and who owns it. The general manager stated that the Association owns it. Member voiced concern over the financial report having not listed the ATM machine.

**3508-717** – Member wanted to bring the following information to the community. Member mentioned the family resource center will be hosting an open house at the Mil Potrero Water Company on Tuesday, December 5 from 10am to 2pm. Member also mentioned the Pro-Shop and Golf committee were hosting there holiday party on December 16 from 3-8pm.

**3507-131** – Member expressed concern over the Bistro task force's plan and felt it was not clearly implemented and not very specific. Member stated they were told by Director Skelly that all the recommendations were adopted and approved. Member was also told that the marketing plan had to be processed through legal. Member question how Director Gurtner and the chair had the power to appoint a task force where the meetings were not open to the members. Member questioned what type of rules the task force had to follow and questioned why a committee can meet in secret.

**3567-112** – Member is part of the youth committee and requested people volunteer. Member asked if the "Meet & Greet" was open to all members. Director Browne hoped to reinstate a quarterly meeting for renters and members.

**3402-126** – Member expressed hopes that the lawsuits would disappear. Member mentioned she eats at the bistro weekly, that the food is perfect, service delightful and hopes the Association doesn't lose staff.

**VII. OLD BUSINESS**

None

**VIII. NEW BUSINESS**

**MOTION** by Director Browne, **SECOND** by Director Bates to approve **RESOLUTION #01-11-18-17**, the installation of Association cameras on certain Association property, NTE \$13,000 from the Operating fund. **MOTION** carried. Unanimously.

**MOTION** by Director Browne, **SECOND** by Director Kemmer to approve **RESOLUTION #02-11-18-17** that the PMCPOA Board of Directors' approves and authorizes the general manager to dismantle the electronic sign at the clubhouse. **MOTION** carried. Unanimously.

**Discussion:** Director Glenn questioned if there was something else that could be used in an emergency situation. Ready Kern and the local radio station were discussed. The general manager stated that the 1610 radio station has been repaired and is now running.

**MOTION** by Director Kemmer, **SECOND** by Director Glenn to approve **RESOLUTION #03-11-18-17**, that the PMCPOA Board of Directors' approves the re-grading of an existing trail and clean up various horse trails for the rental string not to exceed \$3,000. **MOTION** carried. Unanimously.

**Discussion:** Grading of trails was discussed. Director Browne requested equestrian committee look at having hayrides and sled rides. Member voiced concern over the grading workers destroying the local trees.

**MOTION** by Director Bates, **SECOND** by Director Glenn to approve the **RESOLUTION** to record lien on the following properties and designates Best Alliance Foreclosure and Lien Services, Corp., as agent (Agent) for Association, and hereby authorizes Agent to prepare, sign and record a Notice of Delinquent Assessment and Claim of Lien and all other necessary and associated documents on Association's behalf, as agent, against and upon the above referenced property/owner to secure and collect all amounts owed to Association in accordance with the CC&R's of Association and the Civil Code of California. **MOTION** carried. Unanimously.

T3402-004/17175; T3402-030/17174; T3402-056/17179; T3402-115/17181; T3402-207/17185; T3402-224/17186; T3402-290/17188; T3402-386/17190; T3402-430/17192/T3405-093/17196; T3405-146/17198; T3405-176/17200; T3405-204/17202; T3405-230/17204/T3507-065/17210; T3507-210/17217; T3507-294/17219; T3507-384/17221; T3507-402/17223; T3507-411/17305; T3507-429/17227/T3508-035/17233; T3508-042/17234; T3508-086/17235; T3508-125/17243; T3508-132/17236; T3508-177/17240; T3508-365/17248; T3508-375/17318; T3508-385/17249; T3508-421/17251; T3508-423/17252; T3508-445/17253; T3508-474/17258; T3508-475/17259; T3508-497/17260; T3508-499/17263; T3508-555/17265; T3508-556/17266; T3508-599/17268; T3508-604/17270; T3508-681/17280; T3508-693/17281; T3508-714/17286; T3508-719/17287; T3508-725/17288; T3566-002/17289; T3566-006/17290; T3566-009/17291; T3566-065/17293; T3566-127/17306; T3566-247/17309; T3566-447/17313; T3566-471/17314; T3566-578/17315; T3566-603/17271; T3567-082/17279; T3567-130/17282; T3567-137/17169; T3567-157/17285; T3567-

176/17295; T3567-204/17296; T3567-242/17297; T3567-246/17298; T3567-252/17299; T3567-298/17284; T3567-342/17301; T3567-343/17302; T3567-344/17303; T3567-345/17304.

**Discussion:** Member voiced concern over the amount of properties the Association needs to settle with. Director Cantley stated that most properties routinely have agreements and have been duly notified. Member suggested Association create a map to show the properties so others may purchase the properties or help the people who have problems in order for them to keep their homes. Director Cantley said the board has a plan in development with a real estate agent to be more aggressive in selling the 43 lots the Association owns. Members were reminded this is a lien, not a foreclosure.

**WITHDRAWN - MOTION** to approve the planning committee charter pursuant to #5, the PMCPOA board of directors directs the planning committee to monitor the progress and findings of the clubhouse complex remodel task force, appointed in September of 2017, and employing the criteria listed in #4 of the planning committee charter, report any findings to the board. The planning committee chair is authorized to represent the committee and to participate in the meeting of the task force to the extent required to develop a report. **MOTION** carried. Unanimously.

**Discussion:** Director Cantley withdrew his motion stating the content was redundant and that the planning committee charter covers this motion. Director Skelly made a **MOTION** to add the planning committee chair to the facilities task force. Director Glenn felt this was premature and requested Director Skelly table this **MOTION** until the facilities task force meets with the members on December 2, 2017. Director Skelly agreed to table his **MOTION** until after the meeting with the facilities task force and the members.

**MOTION** by Director Cantley, **SECOND** by Director Browne to approve and direct the planning committee, pursuant to #3 of its charter, to revise and update a Facilities Master Plan and present a progress report to the board by February of 2018.

**Discussion:** Director Skelly requested an amendment to reflect July of 2018 since the planning committee is currently working on their charter, the 5 year plan and the annual survey. Discussion ensued regarding the reserve study and adding the buildings to the reserve study.

**AMENDED MOTION** by Director Skelly, **SECOND** by Director Glenn to approve and direct the planning committee, pursuant to #3 of its charter, to revise and update a Facilities Master Plan and present a progress report to the board by July of 2018. **MOTION** carried. Unanimously.

**MOTION** by Director Cantley, **SECOND** by Director Skelly that the PMCPOA board of directors with this motion agrees to explore options for wireless broadband and cell service for Pine Mountain Club with representatives from AT&T. The board directs the general manager to develop a plan for a community informational forum at which AT&T will present its proposal and requirements. **MOTION** carried. Unanimously.

**Discussion:** Director Cantley stated that the Association was approached by a contracted group from AT&T to carry out a grant for bringing underserved communities better forms of broadband. Initially the towers with wireless broadband would include phone service. The board had a number of questions about the towers and was told they would look like trees. This group from AT&T did not know about the fiber optic cable which initiated a discussion requesting AT&T present their plan to the members. AT&T were going to have four towers, 80 feet tall. Director Browne stated the trees would have big building under them. Sirens were also discussed.

**MOTION** by Director Browne, **SECOND** by Director Skelly to approve the placement of a memorial bench at the lower lake, Ferns Lake. **MOTION** carried. Unanimously.

**Discussion:** The general manager explained the memorial was for Gerald Smith's wife. Member asked if there were established rules for memorials. It was requested that the board task the greens and grounds committee to establish rules for memorials. Director Skelly stated he would be willing to take this to the planning committee. Member requested wait until dredging at Ferns Lake is completed. Director Glenn stated that we already have rules regarding memorials.

#### **IX. INFORMATION AND CORRESPONDENCE**

The Board sent and received 21 items of correspondence.

#### **COURTESY LISTING – NON-MEMBER CORRESPONDENCE**

None

#### **X. DIRECTORS' FORUM**

**Director Skelly Snow Berms - MOTION** by Director Browne, **SECOND** by Director Skelly to approve that the board of directors instruct the general manager to consult with staff and come back during the December board meeting with a proposal to enable a more expeditious snow berm removal service for the physically challenged individuals. **MOTION** carried. Unanimously.

**Internet Options** – The general manager explained that we have upgraded the Association internet where there is no longer a capacity issue and that the upgrade should double the speed.

**Increase Golf Course Revenue – MOTION** by Director Skelly, **SECOND** by Director Glenn to approve that the board of directors instruct the general manger to work with staff on a plan to dramatically increase revenues associated with the Pro Shop and come back with a proposal for the board in December. **MOTION** carried. Unanimously.

**Discussion:** Director Skelly explained how the greens and grounds committee and the pro shop sold only 1200 rounds of golf last year. Director Skelly felt the golf course was underutilized. Director Glenn stated last year two round tickets were issued for every paid assessment which brought people in for the wine and dine. Director Skelly mentioned he is looking for additional people within the membership and beyond. Director Kemmer mentioned the website as a marketing tool. Member discussed the golf course and how many members actually use the golf course.

**Refurbish hole 6 versus hole 4 restroom - MOTION** by Director Skelly, **SECOND** by Director Glenn approve that the board of directors instruct the general manger to work with staff to come back with a proposal for renovation of the hole 6 restroom which would include a solution to enable year-round usage. **MOTION** carried. Unanimously.

**Discussion:** Discussion ensued regarding the failure of using hole 4. Solar panels were discussed. Director Cantley mentioned this was already budgeted for.

#### Committee Liaison Report

**Director Glenn – EP** – spent time with the general manager and the Mil Potrero water company on updating the PMCPOA emergency plan. Sirens were discussed and could be our life saving device.

**Director Browne – Communication** – worked on re-writing three pamphlets. The CCC system is working well.

**Director Cantley – Governing Documents** - looked at patrols SOP and whether to make a policy. Are looking at the snow plow policy, looked at updates on the EC code and approved construction activities. Also looked at RV covers and updating the election rules. The EC committee and governing documents committee are at odds regarding the campaign signs. The EC committee would like to keep the current code. This will have to be resolved by the board.

**Director Bates – Budget & Finance** – committee were introduced to Kim Ryan and what she's been involved with.

**Director Kemmer – Equestrian** – committee is working on the trails and the trail rides. Lori Harmon is giving free lessons at the equestrian center.

**Director Kemmer - PMCCPOA** – received bids for repaving entire village but due to funding will need to wait until spring of 2018.

**Director Kemmer - PMCVMA** – Bob Lloyd is a special effects specialist and will decorate most of the village. Director Skelly donated wine for the event.

**Director Skelly – Greens and Grounds** – tasked to bring restroom remodel. The maintenance manager stopped leaks and discussed hole nine. Dollars are submitted for budget.

**Director Skelly – Planning** –updating its charter, will be discussed after the first of year for board approval. Also updating 5-year strategic plan. Discussion occurred in regards to coordinating planning committee and the facilities task force.

**General Manager Shulman** – thanked Mr. Biggerstaff and Mr. Martin for donating cameras for the patrol cars. The general manager mentioned open positions and PMCPOA’s need for applicants.

**Director Cantley** - one of our directors, Mike Glenn is leaving PMCPOA. He has been active for a long time and this was his second time on the board. PMCPOA appreciates all of Director Glenn’s time spent as an officer and everything he has done on the task force.

**XI. MEMBERS’ REBUTTAL FORUM**

**Renter** – Renter expressed concern over using Exede for the Association internet service.

**3566-362** – Member thanked the board for looking into the snow berms. Member stated we spend \$290,000 on the golf course but only \$2.60 per lot for snow plowing. Member expressed that according to 1972 PMCPOA certificates a PMC property cannot be blocked.

**3402-120** – Member thanked Director Kemmer on his report concerning the village and hoped he was able to place the report in the Condor.

**3507-131** – Member expressed concern over the snow berms and need to get to work on time.

**XII. ADJOURNMENT**

In the October 21, 2017 executive session, the following was discussed:

- |                                       |                                                                                    |
|---------------------------------------|------------------------------------------------------------------------------------|
| Litigation/Potential Litigation - (2) | 2-Discussed                                                                        |
| Contract’s – (1)                      | 1-Approved Employee Health Insurance                                               |
| Forbearance Agreement – (5)           | 5-Approved, APN 256-442-04, APN 318-071-14, APN 316-102-10, 316-383-14, 316-492-11 |
| Hearings - (6)                        | 2-\$500 fine, 3566-213, 3567-122                                                   |
|                                       | 4-Discussed                                                                        |
| Personnel – (5)                       | 5-Discussed                                                                        |

The next Regular Open Board Meeting will take place on December 16, 2017 at 10 am in the Condor Room.

**MOTION** by Director Browne, **SECOND** by Director Skelly to adjourn.

Meeting adjourned at 12:30 pm.

Acknowledgment of Board Approval by:

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Sandy Browne, Corporate Secretary

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Date