

**AGENDA**  
**PINE MOUNTAIN CLUB PROPERTY OWNERS ASSOCIATION, INC.**  
**BOARD OF DIRECTORS' – REGULAR MEETING**  
**SATURDAY, JANUARY 20, 2018 - 10:00AM – CONDOR ROOM**

Members in good standing are free to speak on a specific item on today's Agenda when the Chairman calls for discussion. If there is an item that is not on the agenda that an individual wishes to present, the appropriate time for the presentation is during the Member Forum. This meeting is being videotaped to allow members in good standing who could not attend to view the meeting at a later date and to aid the recording secretary in preparing the minutes of the meeting. Members will observe rules of decorum. The speaker will address the chairman and speak only to the matter under consideration. Members will refrain from being argumentative and making derogatory or personal remarks or gestures. Members will turn off or silence all cell phones or communication devices while attending the meeting.

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**I. CALL TO ORDER**

___ Richard Ballard	___ John Cantley	___ Bryan Skelly
___ Stephan Bates	___ Bill Gurtner	___ Phyllis Throckmorton
___ Sandy Browne	___ Garry Kemmer	___ Doug Wilde

**II. ADOPT THE AGENDA**

**RESOLVE**, that the Agenda for the Board of Directors' Meeting of January 20, 2018 be adopted.

Vote to adopt the agenda.

CONSENT AGENDA/OPPORTUNITY FOR PUBLIC COMMENT: All items listed under III. CONSENT AGENDA are considered to be routine and non-controversial. Consent items will be considered first and may be approved by one motion if no member of the Board wishes to comment or ask questions. If comment or discussion is desired by anyone in the audience the item may be removed from the consent agenda and will be considered in listed sequence with an opportunity for any member to address the Board concerning the item before action is taken.

**III. CONSENT AGENDA**

1. Dispense with the reading of and approve the draft minutes of the Board of Directors' Regular Board Meeting of December 16, 2017.....**Page 1.0-1.0.4**
2. Committee applications forwarded for concurrence by the board: Youth Committee-Shawn Coulter .....**Page 1.1**

**IV. OFFICERS REPORTS**

1. Chair's Report.....**Verbal**
2. General Manager's Report.....**Verbal**
3. Treasurer's Report.....**Page 2.0**

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**V. COMMITTEE REPORTS**

Acknowledge Receipt of Committee Minutes Record.....**Page 3.0**  
 Acknowledge Receipt of Committee approved Committee Minutes (Budget& Finance-December 2017; Emergency Preparedness-November 2017; Greens and Grounds-October 2017 & December 2017; Planning-October 2017; Recreation-November & December 2017; Environmental Control-January 2018) .....**Page 3.1-3.1.11**  
 Approve Environmental Control Committee Project Recommendations (0) .....**None**  
 Approve Cottage Industry Permit (0).....**None**

**VI. MEMBER’S OPEN FORUM**

This twenty-five minute open forum is for members to present their comments. Each member is allotted five (5) minutes and will be timed. Members wishing to be recognized should step to the microphone, address the board chair, and state name, tract and lot number. The board may extend the time limit for this forum to allow additional members to speak or grant additional time to a speaker when appropriate. Members may present questions to the board. If the question cannot be readily answered it may be presented in writing or email to the recording secretary and the question will be responded to within 15 calendar days upon receipt. In addition to the question, the member’s name, tract and lot number, and telephone and/or email contact information must be included. Members may not yield time to other speakers. For the consideration of other speakers and the twenty-five minute time limit, members are requested to speak to the board only once during members open forum. Members will refrain from being argumentative and making derogatory or personal remarks or gestures.

**VII. OLD BUSINESS**

None

**VIII. NEW BUSINESS**

**RESOLUTION #01-01-20-18, WHEREAS**, the PMCPOA Board of Directors approve, NTE \$9,300, from Budgeted Project Contingency fund to CDFW Permanent Diversion Permit under Section 1600 Program.

**WHEREAS**, Woodland Creek is completed as far as the State Water Resources Control Board is concerned, and

**WHEREAS**, a long-term permit from CDFW is needed to maintain the diversion structure in the creek and perform maintenance on it.

**THEREFORE**, the PMCPOA Board of Directors approve, NTE \$9,300, from Budgeted Project Contingency fund for CDFW Permanent Diversion Permit under Section 1600 Program

.....**Page 4.0**

Respectfully submitted by Director Bates

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**RESOLUTION #02-01-20-18, WHEREAS**, that the PMCPOA Board of Directors approve, NTE \$5,700, from the Reserve fund to refurbish Pool Pavilion Kitchen.

**WHEREAS**, cabinets will be installed where the previous dishwasher and stove were, repainted and new flooring.

**WHEREAS**, certain clubs use the Pool Pavilion kitchen for some storage and will be able to remove their items from the Pool Pavilion storage room and put into Pool Pavilion kitchen that will have additional storage. This will allow Clubhouse Maintenance additional storage in that room.

**THEREFORE**, that the PMCPOA Board of Directors approve, NTE \$5,700, from the Reserve fund to refurbish Pool Pavilion kitchen.....**Page 4.1**

Respectfully submitted by Director Kemmer

**RESOLUTION #03-01-20-18, WHEREAS**, the PMCPOA Board of Directors approve unbudgeted funds, NTE \$33,000, from the Operating fund due to the recommendations of the Bistro Task Force in the October 2017 board meeting.

**WHEREAS**, in part, the recommendation included building a satellite kitchen in the maintenance room of the Condor Room.

**WHEREAS**, the Bistro Task Force stated expanding this area could provide full support for the buffet efforts, storing dishes, silverware and serving items for upstairs dinner service. It would also provide a neat and orderly space for removal of dirty dishes during the dinner service and a space for warming of replacement buffet items. A sanitizing capability dishwasher would have to be installed along with a three (3) compartment sink and other items.

**THEREFORE**, the PMCPOA Board of Directors approve, NTE \$33,000, unbudgeted funds from the Operating fund to build a satellite kitchen in the Condor Room.....**Page 4.2-4.2.5**

Respectfully submitted by Director Skelly

**RESOLUTION OF Board whether or not to Place Lien**

**WHEREAS**, this resolution comes before the Board of Directors for the Pine Mountain Club POA, Inc. (Association) at a duly noticed and called meeting.

**WHEREAS**, the property and owner(s) for the purposes of this resolution shall only be referred to as T3507-174/17-17341.

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**RESOLUTION**

Association, by a vote of the Board of Directors, hereby **Resolves** 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.

Pursuant to this Resolution, the Board of Directors hereby agrees and certifies that:

- (1) The Board has individually voted on this Resolution and did not delegate voting to any agent of the association.
- (2) The vote occurred in a duly noticed and called open meeting of the Board.
- (3) A majority of the Board voted in favor of recording a lien for delinquent assessments on the property described above and to be bound by the terms contained in the Best Alliance Collection/Delinquent Assessment Referral Letter.
- (4) The vote to record a lien against the property(s) listed above has been recorded in the minutes of the meeting.....**Page 4.3-4.3.1**

**MOTION** to approve revised Association Rule 20.08 CAMPAIGN SIGNS.....**Page 4.4-4.4.1**

**MOTION** to approve revised EC Code 7.02-PLANS, REQUIREMENTS AND APPROVAL; 7.18-NUISANCE AND NOXIOUS ACTIVITIES AND 7.22-VEHICLES .....**Page 4.5**

**MOTION** to approve bylaw 7.12 (Agenda); 11.04 (Conduct of Meetings) and new bylaw 2.24 Task Force, Association Rule 3.16.....**Page 4.6-4.6.2**

**MOTION** to approve bylaw 10.02 (A,D,F,G, and remove I), Formation and Purpose of Assessment and 10.03 Budget Formation.....**Page 4.7-4.7.4**

**MOTION** to direct staff to begin budget process.....**Verbal, Chairman Gurtner**

**IX. INFORMATION AND CORRESPONDENCE**

- 1. Committee Membership Approval (Recreation- Shirin Murphy; Youth-MaryAnn Kemmer); .....**Page 5.0-5.01**

**COURTESY LISTING – NON-MEMBER CORRESPONDENCE**

None

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**X. DIRECTORS' FORUM**

1. Director Skelly – Bistro Task Force
2. Director Browne – Senior Fitness
3. Director Throckmorton – Youth Committee

Committee Liaison Report

**XI. ADJOURNMENT**

In the December 16, 2017 executive session, the following was discussed:

Litigation/Potential Litigation – (4)	4 Discussed
Contracts – (3)	3 Discussed
Forbearance Agreement – (1)	1 Approved
Hearings – (3)	1 Action taken; 2 Fine stands
Personnel – (1)	1 Discussed

In the January 20, 2018 executive session, the following will be discussed:

Litigation/Potential Litigation  
Contracts  
Forbearance Agreement  
Hearings  
Personnel

The next Regular Open Board Meeting will take place on February 17, 2018 at 10am in the Condor room.

**MOTION** by Director \_\_\_\_\_, **SECOND** by Director \_\_\_\_\_ to adjourn.

Meeting adjourned at \_\_\_\_pm.