



NEPENTHE ASSOCIATION

Open Session Nepenthe Board of Directors

July 7, 2021 6:00 PM
Nepenthe Clubhouse
1131 Commons Drive
Sacramento, 95825

MINUTES

Directors Present

LINDA COOK - Secretary
MARY GRAY - Vice President
JOHN BAKER - President
MARKUS DASCHER TTEE - Director at Large
ASHLEY TANGERAAS - Treasurer

Directors Absent

None

Additional Attendees

Betsi Ledesma, CMCA, General Manager, FirstService Residential
Nirmal Dhesi, Assistant Community Manager, FirstService Residential

I. CALL TO ORDER

Meeting was called to order at 6:05 PM.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

In accordance with Civil Code Section 4935(a) the Board will meet in Executive Session immediately preceding the Open Session meeting in order to consider litigation, matters relating to the formation of contracts with third parties, member discipline, personnel matters, or to meet with a member, upon the member's request, regarding the member's payment of assessments, as specified in Civil Code.

Teleconference Notice:

Pursuant to the Centers for Disease Control and Prevention's (CDC) interim guidance on mitigation strategies in response to COVID-19 outbreak, including the implementation of social distancing measures where feasible, this meeting is being held via teleconference and videoconference. All homeowners were provided with call-in and video conference information and an opportunity to address the Board of Directors during Homeowner Forum.

Please be advised that pursuant to California Penal Code section 632 it is a crime to intentionally use a recording device to eavesdrop on a confidential communication without the express consent of all parties to the communication.

III. COMMITTEE UPDATE & INVITED GUESTS

The following committees have submitted minutes for Board review:

- Architectural Review Committee
- Finance Committee
- Grounds Committee
- Insurance, Legal & Safety Committee
- Outreach Committee

IV. REPORTS

The Board reviewed the reports from Management,

V. HOMEOWNER FORUM

VI. HOMEOWNER CORRESPONDENCE

The Board reviewed correspondence received by members.

VII. CONSENT CALENDAR

Resolved

The Board approves Consent Calendar Items A to C as presented.

Motion: LINDA COOK
Second: ASHLEY TANGERAAS

► **Resolved**
The motion passed unanimously

A. APPROVAL OF MINUTES

Resolved

That the Open Session Minutes dated June 2 and 22, 2021 be approved as presented.

B. FINANCIAL STATEMENT

Resolved

That the Board approves the Association’s income statement for May 2021, comparing actual results to budget, reserve statement, bank statements and reconciliations, check history report and general ledger as presented, subject to an annual audit. The report reflects a year to date net operating income of \$1,649,284 and year-to-date reserve funding of \$955,149 compared to the year-to-date reserve funding budget of \$908,600. The actual year-to-date operating expenses were \$726,057. The budgeted year-to-date operating expenses were \$687,450. The association has \$366,194 in operating funds, which represents 1.15 months of budgeted expenses and reserve contributions. The association has \$9,964,842 in reserve funds.

C. ARCHITECTURAL APPROVALS

Resolved

Architectural Applications were delivered to the directors under separate cover.

The Architectural Review Committee recommends approval of the following improvements:

1111 Dunbarton Circle	Security video cameras
1371 Commons Drive	Shade Sail
3 Adelphi Court	Windows
1293 Vanderbilt Way	Solar Tubes

2262 Swarthmore Drive	Security Screen Doors
202 Elmhurst Circle	Windows
1083 Vanderbilt Way	Windows
1314 Commons Drive	Windows
3 Colby Court	Windows
2315 Swarthmore Drive	Retractable Awning
1431 Commons Drive	Windows
803 Dunbarton Circle	HVAC
1063 Commons Drive	HVAC
2275 Swarthmore	HVAC

VIII. UNFINISHED BUSINESS

A. HOWE AVE. BERM TREE WORK PROPOSAL

Resolved

The Board tabled this item of business.

IX. NEW BUSINESS

A. APPOINT COMMITTEE CHAIRS AND NEW MEMBERS

Resolved

The Board appoints the following members to serve on the designated committees for a period of one year:

Architectural Review Committee:

Ken Luttrell, Chair

Election:

Yvonne Del Biaggio, Chair

Liza Tafoya

Finance:

Susan Timmer, Chair

Tara Zimmerman

Grounds:

Steve Huffman, Chair

Joan Trotta

Robert Foster

Solveig Toft

Insurance, Legal & Safety Committee:

Nancy Arndorfer, Chair

Leslie Arnal

Peter Lewicki

Outreach:

Emily Mah-Nakanishi, Chair

John Donovan

Jackie Grebitus

Motion: MARY GRAY

Second: LINDA COOK

▶ **Resolved**
The motion passed unanimously

B. WATER METER BILLING UPDATE

Management reported reaching out to Michelle Eckard of Carolo Engineers regarding billing information. Michelle confirmed that the Nepenthe reports will have the cost showing. She also stated that our first report is coming shortly after July 1 and it will have March, April, May and June on it. We will not be receiving any actual bills until April of next year.

C. PROPOSALS FOR SIDING REPAIRS

Resolved

The Board approves the proposals from Elite Service Experts for 406 Elmhurst in the amount of \$4,000 and the proposal for 718 Elmhurst in the amount of \$4,460 for siding repairs and painting as noted payable from Reserves.

Motion: LINDA COOK

Second: MARKUS DASCHER TTEE

▶ **Resolved**
The motion passed unanimously

D. TREE WORK PROPOSALS

Resolved

The Board approves the tree work as described in the reports for Zones 2, 3 and 6 for a fee not to exceed \$99,169.75 payable from Reserves.

Motion: MARKUS DASCHER TTEE

Second: LINDA COOK

▶ **Resolved**
The motion passed unanimously

E. ARCHITECTURAL APPLICATION-804 DUNBARTON CIRCLE

Resolved

The Board approves the application from the homeowner at 804 Dunbarton Circle for the installation of a roof vent and attic exhaust fan as proposed.

Motion: MARY GRAY

Second: MARKUS DASCHER TTEE

AYEs: MARY GRAY, JOHN BAKER, MARKUS DASCHER TTEE, ASHLEY TANGERAAS

NAYs: LINDA COOK

▶ **Resolved**
The motion passed

X. SECOND HOMEOWNER FORUM

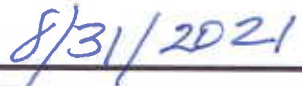
XI. NEXT BOARD MEETING

Wednesday, August 4, 2021 at 6:00 pm

XII. ADJOURN



APPROVED



DATE