



**NEPENTHE ASSOCIATION
BOARD OF DIRECTORS MEETING
July 3rd, 2019, 5:30 PM**

Nepenthe Clubhouse | 1131 Commons Drive | Sacramento, CA 95825

**OPEN SESSION
MINUTES**

I. CALL TO ORDER: 5:31pm

Present	Arrival	Board Member	Position	Departure
X	5:20pm	Christina George	President	6:00pm
X	5:20pm	Linda Cook	Vice President	6:00pm
X	5:20pm	Will Vizzard	Treasurer	6:00pm
X	5:20pm	Jan Summers	Secretary	6:00pm
		Greg Beale	Member at Large	

II. ANNOUNCEMENTS

- a. **Executive Session Disclosure:** In accordance with Civil Code Section 4935(a), the Board met in Executive Session on June 12th and July 3rd, 2019 in order to consider matters relating to personnel, contract negotiations, legal matters and member discipline.

III. COMMITTEE REPORTS

- a. **Architectural Review Committee**
 - 1. No report. Minutes Reviewed.
- b. **Finance Committee**
 - 1. Committee chair gave verbal summary of minutes.
- c. **Grounds Committee**
 - 1. Committee chair gave verbal report tree removal remediation's.
- d. **Insurance, Legal and Safety Committee**
 - 1. No report. Minutes reviewed.
- e. **Outreach Committee**
 - 1. Committee chair gave verbal report on success of Jazz by the Pool event.

IV. MANAGEMENT REPORT

- a. **Report**
 - 1. Interim GM, Sarah Lowrey, gave verbal summary of report.
- b. Manager's Reserve Report
- c. May Nepenthe News
- d. June Nepenthe News
- e. 2019 Master Calendar

- f. Coast May Report Sheets and Three-Month Schedule
- g. Coast June Report Sheets and Three-Month Schedule

V. HOMEOWNER COMMENTS

Two homeowners addressed the Board at this time, regarding concerns related to the current Weed Abatement practice as well as fire hydrant location indicators.

VI. CONSENT CALENDAR In an effort to expedite the Board meetings, Management has placed several business items on a Consent Calendar. Please review the items prior to the meeting so that you may have your questions answered in advance. Action required: Board Resolution.

Resolution: The Board approves Consent Calendar Items A to G as presented.

Motion: Director Cook

Second: Director Vizzard

Vote: All in Favor

Begin Consent Calendar

a. Approval of Minutes May 1st, 2019 Open Session Minutes

Resolution: The Open Session minutes dated May 1st, 2019 are approved as presented.

b. Approval of May 22nd, 2019 Annual Meeting Minutes

Resolution: The Open Session minutes dated May 22nd, 2019 are approved as presented.

c. Financial Statement: April 2019

The reports reflect a negative year to date variance of (\$54,259) and reserve funding of \$741,197 compared to the reserve funding budget of \$703,964. The reserves are funded through April 2019. The Association has \$296,040 in operating funds, which represents 0.99 months of budgeted expenses and reserve contributions. The Association has \$7,489,479 in reserve funds.

Resolution: The Board accepts the April 2019 interim financial reports and bank reconciliations as presented, subject to annual review.

d. Financial Statement: May 2019

The reports reflect a negative year to date variance of (\$13,671) and reserve funding of \$942,019 compared to the reserve funding budget of \$879,955. The reserves are funded through May 2019. The Association has \$361,045 in operating funds, which represents 1.2 months of budgeted expenses and reserve contributions. The Association has \$7,666,670 in reserve funds.

Resolution: The Board accepts the May 2019 interim financial reports and bank reconciliations as presented, subject to annual review.

e. Lien Resolution

Per the enclosed Resolution dated June 17, 2019, Management is requesting authorization to place liens on the following accounts should the delinquent assessments not be paid within the time period established in the Intent-to-Lien letter.

Account Number	Past Due Amount
2421-01	\$1,506.30
2460-02	\$1,600.42
1938-02	\$1,002.00
2356-01	\$1,002.00

f. **Architectural Applications**

The Architectural Review Committee met on May 14th, 2019 to review the application listed below. The application is in a binder on the directors' table.

Resolution: The Board confirms the recommendations of the committee.

	Address	Application for	Recommendation
1	1045 Commons Drive	Window Replacement	Approval w/ Conditions
2	2242 Swarthmore Drive	HVAC Replacement	Approval
3	804 Dunbarton Cir	Window Replacement	Approval
4	1426 Commons Drive	Pipes / Conduit for Spa	Approval
5	811 Dunbarton Circle	Fence Relocation / Alteration	Deny Until Further Inspection by Association

<i>End Consent Calendar</i>

VII. NEW BUSINESS

a. **Approved New Door Colors – ARC Criteria**

New front door colors have been thoroughly reviewed and recommended for approval by the Architectural Review Committee. Although the ARC Minutes from 10/9/2018 had begun the Committees official recommendation of the new colors, the colors themselves were not viewed by the Directors and the committee was in the process of verifying they could be matched by more than one paint supplier.

The eight (8) new color samples of Behr paint are available from Home Depot. Dunn-Edwards is also able to match the colors, which is Nepenthe's preferred supplier and which offers a discounted price to Nepenthe residents. Each of the new proposed colors have been available at the office for resident feedback and have been well

received. The current colors are enclosed in this packet and the new proposed colors available separately to review.

The new eight (8) front door colors are:

- 1) Santa Fe Sunset
- 2) Fortune Cookie
- 3) Woodland Walk
- 4) Nautical
- 5) Starstruck
- 6) Mesa Tan
- 7) Sahara
- 8) Stieglitz Silver

Resolution: The Board approves the eight (8) new front door colors and directs Management to update the Architectural Guidelines current criteria for front door painting.

Motion: Director Cook

Second: Director Vizzard

Vote: All in Favor

b. **Appoint Committees for 2019-2020**

The homeowners listed below have submitted their applications for appointment to the referenced committees. All of them have agreed to abide by Nepenthe's Conflict of Interest Policy.

1. Architectural Review Committee

Jenny Smith – Chair
Alan Watters
Joel Weeden
Kenneth Luttrell
Lee Blachowicz
Mary Gray
Steve Farrar

2. Finance Committee

Joan Haradon- Chair
Susan Timmer
James Shaw

3. Grounds Committee

Don Landsittel – Chair
Marty Henderson
Diane Durawa
Diane Luttrell
Elizabeth Tafoya
Iris Bettencourt
Joleen Hecht

Kathy Waugh
Kay Chmielewski
Nancy Cooper
Pamela Sechrist
Ronald Holehouse
Steve Huffman
Valerie Layne
Yvonne Del Biaggio
Solveig Toft
Joan Trotta

**4. Insurance, Legal and Safety Committee
(Standards and Practices for Insurance Awaiting Board approval)**

Nancy Arndorfer – Chair
Jerry Dunn
William Olmsted

5. Election Committee

Joleen Hecht
Yvonne Del Biaggio
Kay Chmielewski

6. Outreach Committee

Pam Livingston - Chair
Karen Van Maren
Charles Schaffer
Anne Conway
Cheryl Nelson
Geraldine Gelfand
Jan Beale
Joan Barrett
Karen Lowrey
Kathleen Montgomery
William Olmsted

Action required: Board resolution

Resolution: The Board appoints the committees as listed on the July 3rd, 2019 Open Session Agenda.

Motion: Director Vizzard

Second: Director Cook

Vote: All in Favor

VIII. HOMEOWNER COMMENTS

Two homeowners addressed the Board at this time regarding the open GM position, Weed Abatement practices and recent crime in the area.

IX. NEXT MEETING: Wednesday, August 7th, 2019 at 5:30 pm in the Nepenthe Clubhouse

X. ADJOURN: 5:57pm