



**NEPENTHE ASSOCIATION
BOARD OF DIRECTORS MEETING**

August 7th, 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		Christina George	President	
X		Linda Cook	Vice President	
X		Will Vizzard	Treasurer	
X		Jan Summers	Secretary	
X		Greg Beale	Member at Large	

MANAGEMENT PRESENT

Dawn Robinson, General Manager, FirstService Residential
Michael Marshall, Regional Director, FirstService Residential

II. ANNOUNCEMENTS

A. Executive Session Disclosure: In accordance with Civil Code Section 4935(a), the Board met in Executive Session on August 7th, 2019 in order to consider matters relating to personnel, contract negotiations, legal matters and member discipline.

III. COMMITTEE UPDATES AND INVITED GUESTS

A. Introduction of New General Manager:

Board gave a brief introduction of the new General Manager Dawn Robinson.

B. Architectural Review Committee

No report. Minutes Reviewed and filed.

C. Finance Committee

Committee chair gave verbal summary of minutes. Looking to approve 2020 budget during the November meeting. Minutes Reviewed and filed.

D. Grounds Committee

Committee chair gave verbal report on turf remediation. Minutes Reviewed and filed.

E. Insurance, Legal and Safety Committee

No report. Minutes reviewed. Minutes reviewed and filed.

F. Outreach Committee

Committee chair gave verbal report on success of Jazz by the Pool event. Minutes Reviewed and filed.

IV. REPORTS

A. Manager’s Report

New General Manager Dawn Robinson thanked everyone for the warm welcome.

B. Master Calendar Report:

Reviewed and filed

C. Nepenthe News

Board decided the newsletter no longer needed to be included in the Board Packets.

D. Coast May Report Sheets and Three-Month Schedule

Coast July Report Sheets and Three-Month Schedule

V. HOMEOWNER FORUM

Members spoke on Roundup, landscape and contract, reserve funds.

VI. CONSENT CALENDAR:

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

Motion: Will Vizzard

Second: Jan Summers

Vote: All in Favor

Begin Consent Calendar

A. Approval of Minutes July 3, 2019 Open Session Minutes

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

B. Financial Statement: June 2019

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

C. Architectural Applications

The Architectural Review Committee met on July 9, 2019 to review the application listed below.

Resolution: The Board confirms the recommendations of the committee.

	<i>Address</i>	<i>Application for</i>	<i>Recommendation</i>
1	712 Elmhurst Circle	Window Screens	Approval
2	2318 American River	Window Replacement	Approval
3	1314 Commons Drive	Solar Panels	Approval

D. Lien Resolution

Per the enclosed Resolution dated July 15, 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
2460-02	\$2,101.42
2356-01	\$1,883.36
1946-01	\$1,007.01

End Consent Calendar

VII. NEW BUSINESS

A. New Weekend Hours

Resolution: New weekend hours for the clubhouse will change from 12-4pm to 10am to 2pm.

Motion: Greg Beale

Second: Will Vizzard

Vote: All in Favor

B. PCARD

Resolution: Board to approve PCARD for new General Manager Dawn Robinson in the amount of \$1000.00

Motion: Linda Cook

Second: Jan Summers

Vote: All in Favor

C. Committee Appointments

Outreach:

Joyce Earl

Susan Schepken

Frank Loge

Sherrie Loge

Grounds:

Joan Haradon

Resolution: Board approves committee appointments as presented.

Motion: Linda Cook

Second: Jan Summers

Vote: All in Favor

D. Update on Roundup

Linda Cook announced that the Board is looking to bring in a speaker for a roundup discussion.

VIII. HOMEOWNER COMMENTS

No one spoke at this time.

IX. NEXT MEETING: Wednesday, September 4th, 2019 at 5:30 pm in the Nepenthe Clubhouse

X. ADJOURN: 5:51pm