



**NEPENTHE ASSOCIATION
BOARD OF DIRECTORS MEETING**

March 4, 2020, 5:30 PM

Nepenthe Clubhouse | 1131 Commons Drive | Sacramento, CA 95825

OPEN SESSION MINUTES

I. CALL TO ORDER

| Present | Board Member | Position |
|----------------|---------------------|-----------------|
| X | Christina George | President |
| X | Linda Cook | Vice President |
| X | Will Vizzard | Treasurer |
| X | Jan Summers | Secretary |
| X | 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 March 4, 2020 in order to consider matters relating to personnel, contract negotiations, legal matters and member discipline.
- b. **Contracts Disclosure.** The following proposals were approved in Executive Session:
 - i. Fruit Prevention Treatment for two pear trees, \$360, The Grove Total Tree Care.
 - ii. Tree removal of Liquidambar located at 201 Dunbarton, \$3,995, The Grove Total Tree Care.
 - iii. Zone 1 Landscape Remediations, \$18,924.00, Coast Landscape.
 - iv. Repairs to clubhouse siding and door to fitness center, fee to be negotiated, James E. Williams & Son, Inc.

III. COMMITTEE REPORTS

- a. Architectural Review Committee, no report beyond submitted minutes which recommend approval for Criteria for ADUs and JADUs.
- b. Finance Committee (no report)
- c. Grounds Committee, no report beyond submitted minutes
- d. Insurance, Legal and Safety Committee, no report beyond submitted minutes
- e. Outreach Committee, no report beyond the submitted minutes

IV. MANAGEMENT REPORT – The following reports were provided to the Board in their advance materials:

- a. Management actions since the last Board meeting
- b. Financial Report including Reserve Tracker
- c. February Nepenthe News
- d. 2020 Master Calendar

e. Landscape Work Status Meeting Minutes

V. **HOMEOWNER COMMENTS-** A few homeowners provided commentary on the agenda and the state of the community overall.

VI. **CONSENT CALENDAR**

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

Motion: Director Cook

Second: Director Beale

Vote: All in favor

Begin Consent Calendar

- a. The Open Session minutes dated February 5, 2020 are approved as presented.
- b. The Board accepts the January 2020 interim financial reports and bank reconciliations as presented, subject to annual review. The reports reflect a positive year to date variance of \$162,030 and reserve funding of \$1,989 compared to the reserve funding budget of \$181,623. The remainder of the January reserve funding was made in February and will be reflected on the next financial report. The Association has \$430,014 in operating funds, which represents 1.49 months of budgeted expenses and reserve contributions. The Association has \$8,503,049 in reserve funds. Please see the Management report for more information.
- c. The Directors have reviewed the applications and therefore appoint the following individuals to the designated committees:

| | |
|-----------------------|--------------------------|
| Aubrey Lara | Finance Committee |
| Susan Timmer | Finance Committee |
| Helga Dicker | Grounds Committee |
| Markus Dascher | Grounds Committee |

- d. The Board approves the donation of \$1,180 to Community Associations Institute, California Legislative Action Committee to be paid from the operating budget.

End Consent Calendar

VII. **UNFINISHED BUSINESS**

A. **Accessory Dwelling Unit Criteria**

Resolution: The Board has reviewed the proposed criteria governing the installation of Accessory Dwelling Units and Junior Accessory Dwelling Units within the association and directs management to publish the proposed criteria to the membership for comments. Final Board adoption is scheduled for April 8, 2020.

Motion: Director Beale

Second: Director Vizzard

Vote: All in favor

VIII. **NEW BUSINESS**

A. Nominating Committee – Slate of Candidates

In conformance with the Nepenthe Bylaws, the Nominating Committee has submitted its report to the Board.

No Action Required: Review and File

B. Repeal Resolution 138 Which Allows Homeowners to Pay for Plantings in the Common Area

Resolution: The Board has reviewed and considered the recommendation for repeal of Resolution 138 and directs management to publish notice to the membership for comments. Final Board repeal is scheduled for April 8, 2020.

Motion: Director Cook

Second: Director Beale

Vote: Directors George, Cook, Summers and Beal: Yes, Director Vizzard: Abstain

C. Adopt Revised Delinquency Policy

Resolution: The Delinquency Policy dated June 1, 2020 is adopted as presented reflecting the updated AMS collection costs. The Board approves publishing the new Delinquency Policy via the newsletter.

Motion: Director Vizzard

Second: Director Beale

Vote: All in favor

IX. HOMEOWNER COMMENTS: One homeowner provided commentary on state of community.

X. NEXT MEETING: Wednesday, April 8, 2020 at 5:30 pm in the Nepenthe Clubhouse

XI. ADJOURN 5:59 pm