



NEPENTHE ASSOCIATION

Open Session Nepenthe Board of Directors

February 7, 2024 6:00 PM
Nepenthe Clubhouse
1131 Commons Drive
Sacramento, CA

MINUTES

Directors Present

MARKUS DASCHER TTEE - President
CHERYL NELSON - Vice President
JACQUELYN GREBITUS - Secretary
WILLIAM HENLE TRUSTEE - Treasurer
CHRISTINA GEORGE - Member at Large

Directors Absent

None

Additional Attendees

Nicole Marks, CMCA, AMS - General Manager, FirstService Residential

I. CALL TO ORDER

The meeting was called to order at 6:05PM.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

In accordance with Civil Code Section 4935(a) the Board met in Executive Session on January 3, 2024, and January 29, 2024, 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.

The Board took the following actions at the February 7, 2024, Executive Session:

- 1) The Board approved proposal from IES to service/repair all 6 AC Units servicing the main clubhouse, Dunbarton Cabana and Elmhurst in the amount of \$21,270.
- 2) The Board approved proposal from Bailey Boys to clean all gutters and downspouts in the amount of \$55,176.
- 3) The Board approved proposal from Browning Reserve Group for a 30-year update to our reserve study in the amount of \$6,600
- 4) The Board approved proposal from Carson Landscape to install downspout drains at 5 locations and remove shrubs and stumps at specified locations in the amount of \$6,100.
- 5) The Board approved proposal from Carson Landscape to install drains at specified locations in the amount of \$21,800.
- 6) The Board approved proposal from Carson Landscape to remove shrubs and renovate in zone 4 in preparation for siding and painting project in the amount of \$65,400

Locations for the landscape work will be published in the next newsletter although dates of work cannot yet be provided. It is the intent of the Board to use weekly email messages to notify the community, as best possible, of planned work dates.

III. REPORTS

A. CONSTRUCTION MANAGER'S REPORT

The Construction Manager report from Paul Reeves was reviewed.

B. GENERAL MANAGER'S REPORT

The General Manager's report was reviewed and provided verbally by General Manager, Nicole Marks.

IV. COMMITTEE UPDATES

Architectural Committee: Alan Watters provided a verbal update. One arch application received for Windows, recommending Board to approve.

Grounds Committee: Christina George provided a verbal update. Spoke with Arborist, Paul Dubois, regarding city-owned trees in Zones 1 and 3. The storm damage was also discussed.

Outreach Committee: Marcy Best provided a verbal update. February 29th is Bunko. March 2nd is Rock Painting. In June & September is Music by the Pool. October is Craft Fair.

Finance Committee: Bill Henle provided a verbal update. Discussed meeting with Karla Chung with FirstService Financial and future meetings to be scheduled with Karla and Management.

ILS Committee: Nancy Arndorfer provided a verbal update. Minutes were received later and will be reviewed during the March Open Session Board Meeting. Looking into Flood Insurance Forum.

V. HOMEOWNER CORRESPONDENCE

The Board has acknowledged receipt of all correspondence received and will respond accordingly.

VI. UNFINISHED BUSINESS

A. HOMEOWNER COMMENT AND CORRESPONDENCE FOLLOW UP

The Board has provided written response to all the Homeowner Correspondence received for the January 3, 2024 Open Session Board Meeting.

VII. NEW BUSINESS

A. MINUTES APPROVAL

Resolved

The Open Session Minutes dated January 3, 2024, are approved as presented.

Motion: JACQUELYN GREBITUS
Second: WILLIAM HENLE TRUSTEE

▶ **Resolved**
The motion passed unanimously

B. FINANCIALS

Resolved

The Board accepts the Association's income statement for December 2023 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 \$(258,474.64) and year-to-date reserve funding of \$3,694,507.42 compared to the year-to-date reserve funding budget of \$2,251,452.** The actual year-to-date operating expenses were \$1,935,355.39.

The budgeted year-to-date operating expenses were \$1,848,456. The association has \$283,494.22 in operating funds, which represents 0.83 months of budgeted expenses and reserve contributions. The association has \$10,905,489.27 in reserve funds.

Motion: WILLIAM HENLE TRUSTEE
Second: MARKUS DASCHER TTEE

▶ **Resolved**
The motion passed unanimously

C. RESOLUTION TO RECORD LIEN

All Delinquency Items have been tabled to the March Board Meeting when more details and information will be provided.

D. ARCHITECTURAL COMMITTEE: RECOMMENDATIONS

Resolved

The Board affirms the recommendations of the Architectural Review Committee as noted below:

Address	Improvement	Recommendation
1335 Vanderbilt Way	Windows	Approval

Motion: WILLIAM HENLE TRUSTEE
Second: CHRISTINA GEORGE

▶ **Resolved**
The motion passed unanimously

E. APPOINT OF GROUNDS COMMITTEE CHAIR

Resolved

The Board of Directors appoints Linda Cook to serve as Chair of the Nepenthe Grounds Committee.

Motion: CHERYL NELSON
Second: JACQUELYN GREBITUS

▶ **Resolved**
The motion passed unanimously

F. GROUNDS COMMITTEE APPLICATION

Resolved

The Board approves the volunteer application for the Grounds Committee received from Nepenthe Homeowner, Jan Beale.

Motion: WILLIAM HENLE TRUSTEE
Second: CHERYL NELSON

▶ **Resolved**
The motion passed unanimously

VIII. HOMEOWNER FORUM

Multiple Owners addressed the Board during Homeowner Forum. Cheryl has notated all the comments/questions and will draft the responses for the March 6th Open Session Board Meeting.

IX. NEXT BOARD MEETING

The Association's next open Board meeting will be held March 6, 2024, at 6:00 pm.

X. ADJOURN

The meeting was adjourned at 7:19PM.

Jackie Grebitus

3/7/2024

APPROVED

DATE