



# NEPENTHE ASSOCIATION

## Open Session

January 8, 2025 6:00 PM  
Nepenthe Clubhouse  
1131 Commons Drive  
Sacramento, CA

### MINUTES

#### Directors Present

COURTENAY DELFIN - President  
BRIAN COATES - Treasurer  
PETER LEWICKI - Secretary  
NINA WHITE TTEE - Member at Large

#### Directors Absent

CHERYL NELSON TRUSTEE - Vice President

#### Additional Attendees

Nicole Marks, CMCA, AMS - General Manager, FirstService Residential  
Trevon McCrea - Administrative Assistant, FirstService Residential

### I. CALL TO ORDER

The meeting was called to order at 6PM.

### II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

In accordance with Civil Code Section 4935(a) the Board met in Executive Session on January 7, 2025 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 met in Executive Session on January 7th. The Board took the following actions during the January 7th meeting:

- The Board approved the proposal from Critical Path Reconstruction for fencing repairs for multiple homes totaling \$31,520.47 - *This proposal was approved unanimously*
- The Board approved the proposal from Critical Path Reconstruction for siding/trim repairs for multiple homes totaling \$8,553.38 - *This proposal was approved unanimously*
- The Board approved proposal from Critical Path Reconstruction for drywall repairs in the amount of \$1,046.35 - *This proposal was approved with votes as follows: AYE-3, NAY-2*
- The Board approved proposal from Sparkling Clear Pool Service for 5-day a week service for \$2,850/month - *This proposal was approved unanimously*
- The Board approved proposal from IES for condenser fan replacement at the Dunbarton Cabana in the amount of \$1,786.62 - *This proposal was approved unanimously*
- The Board approved proposal from Carson Landscape for installation of dwarf red maple tree at 1012 Dunbarton in the amount of \$745 - *This proposal was approved unanimously*

### III. BOARD ROLES/LIAISONS

**Resolved**

**President** - Courtenay Delfin (Liaison to Grounds Committee)

**Vice President** - Cheryl Nelson (Liaison to ILS Committee)

**Treasurer** - Brian Coates (Liaison to Finance and Nominating Committee)

**Secretary** - Peter Lewicki (Liaison to Outreach Committee)

**Member at Large** - Nina White (Liaison to Architecture Committee)

**Motion:** COURTENAY DELFIN

**Second:** BRIAN COATES

**AYEs:** COURTENAY DELFIN, PETER LEWICKI, NINA WHITE TTEE, BRIAN COATES

**NAYs:** None

▶ **Resolved**  
*The motion passed*

### IV. REPORTS

#### A. GENERAL MANAGER'S REPORT

The General Manager provided the GM Report verbally

#### B. CONSTRUCTION MANAGER'S REPORT

The General Manager provided the Construction Report verbally.

### V. COMMITTEE UPDATES

#### A. ARCHITECTURAL COMMITTEE

**Resolved**

The Board affirms the committee's recommendations below:

Address	Modification	Recommendation
1136 Vanderbilt	HVAC	Approval with Conditions
717 Dunbarton	Floodlamp and Security Camera	Approval
1449 University	Windows	Approval
206 Dunbarton	Emergency HVAC	Emergency Approval with Conditions
1350 Commons	Emergency HVAC	Emergency Approval with Conditions

**Motion:** COURTENAY DELFIN

**Second:** PETER LEWICKI

**AYEs:** COURTENAY DELFIN, PETER LEWICKI, NINA WHITE TTEE, BRIAN COATES

**NAYs:** None

▶ **Resolved**  
*The motion passed*

#### B. OUTREACH COMMITTEE

Marcy Best provided a verbal update for the Outreach Committee.

#### C. ILS COMMITTEE

Jackie Grebitus provided a verbal update for the ILS Committee.

**D. GROUNDS COMMITTEE**

Mary Gray provided a verbal update for the Grounds Committee.

**E. FINANCE COMMITTEE**

No reports/updates were provided by the Finance Committee.

**F. NOMINATING/ELECTION COMMITTEE**

**Resolved**

The Board appoints Kathryn Schmid and Dale Shaw to the Nominating Committee for the 2025 Director Election.

**Motion:** COURTENAY DELFIN

**Second:** PETER LEWICKI

**AYEs:** COURTENAY DELFIN, PETER LEWICKI, NINA WHITE TTEE, BRIAN COATES

**NAYs:** None

▶ **Resolved**  
*The motion passed*

**VI. HOMEOWNER CORRESPONDENCE**

**A. HOMEOWNER CORRESPONDENCE - 01.08.25**

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

**B. HOMEOWNER COMMENT/CORRESPONDENCE FOLLOW UP - 12.04.24**

The Board will provide written response to the December Open Session correspondence.

**VII. NEW BUSINESS**

**A. OPEN SESSION MINUTES - DECEMBER 4, 2024**

**Resolved**

The Board approves the Open Session Minutes dated December 4, 2024 as presented.

**Motion:** COURTENAY DELFIN

**Second:** BRIAN COATES

**AYEs:** COURTENAY DELFIN, PETER LEWICKI, NINA WHITE TTEE, BRIAN COATES

**NAYs:** None

▶ **Resolved**  
*The motion passed*

**B. FINANCIAL STATEMENT - NOVEMBER 2024**

The November 2024 financials will be reviewed in the February Open Session Board Meeting.

**VIII. HOMEOWNER FORUM**

Multiple Owners addressed the Board during Homeowner Forum. The Board of Directors notated all the comments/questions and will draft the responses for the February Open Session Board Meeting.

**IX. NEXT BOARD MEETING**

The Association's next open Board meeting will be held February 5, 2025, at 6:00 pm.

**X. ADJOURN**

The meeting was adjourned at 6:48PM.



2/10/2025

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**APPROVED**

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**DATE**