



Copper Cove at Lake Tulloch Owners' Association

920 Black Creek Drive
Copperopolis, CA 95228
Website: www.ccltoa.org

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Board Meeting Minutes November 17, 2016 @ 6:00pm

- Meeting called to order @6:00pm
- Pledge of Alliance
- **Board Members Present:** Jane Everett –President, Howard Marlin -Vice President, Mike Butterworth - Treasurer, Ryan Oats -Secretary,
- **New Board Member Introduction:** Doug Oliver -Director
- Open Forum: Tess Wade Lot # 213, Currently have a Monday night Line Dancing Class & wants to change the name of the class to Contemporary Dance Class. Mary Burros Lot # 838, Talks about the fire hydrants and how the fire departments haven't maintained in 8 years. We need to contact CCWD on this issue.
- Approval of Minutes: Executive Session- October 14,2016 Approved.
- **REPORTS:**
- **Presidents Report:** Jane Everett, speaks. About how the Staff and Board Members have been doing an amazing job keeping the Association running, & working as a team. Keeping up on By-laws & CC&R's of the Association. Injunction with Davis Sterling. Considering Board and Staff training on Processes and Procedures. The Agenda for this new year is to run smoothly. Want to get a committee formed to address the Cannabis.
- **Vice- President Report:** Howard Karlin , Training for the Board and Staff did some research on Community Association Institute. Services do onsite visits for a small fee to come in and educate all of us in our community. Our Office Staff needs to get this education. Brochures are on their way for Boat and Safety of Waterways for the Kiva. Staff will be handing them out the season.
- **Secretary Report:** Ryan Oatts, In the last couple of months have taken on the H R roll. Considering how everything ran in the office. With files, payroll, & time reporting. Like day to day operations. Need to do a bit of cleaning up of files and get them up to date. A proactive approach to the office running well for our association.
- **Treasurer Report:** Mike Butterworth, reporting about the upcoming budget meeting on Monday November 21st. @3:00pm. Showing a video of associations and common areas. He also shows a generated spread sheet on the projector. Reserves on how his numbers make since to the changes of the dues & common areas. Operating Account balance is 156,000.00.
- **Office Report:** Adena Kovacs- Office Manager, The Annual December Newsletter will be done for the Thanksgiving Season. Early for the first time in quite a few years. Fixing programs on office computers. Updating the networking programs. Computer files are being organized and recorded for updating records.



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Updating software some were outdated to a new revised and updated version. Gates at Kiva are fixed. Keeping up to date with the budget. Making sure all the correct forms are in the Annual Newsletter.

- **Maintenance Report:** Aaron Green- Maintenance Lead, Hall replaced all locks and keys. Changed all clocks in Hall, Office, Conference Room, Kitchen, Gym & Card Room. Purchased new Cabinet & Blinds for Kitchen. Fixed the butchers block for top of cabinet. Replacing all lights for new LED bulbs in hall. Kiva lights will be replaced in the upcoming months. Replaced locks & keys at the Kiva. Kiva gates batteries replaced for new ones. Cause of corrosion to terminals. Black Creek will be checked out in the coming month. HVAC with Waters Plumbing Service work on ducking. Cleaning the grounds in the Horse Arena with Tractor. Installed a Latch on Horse Arena Gate. Sprayed Weeds in and around area. Kiva, use caution water levels are down. South docks are not to be used. North docks have been extended.
- **Committee Reports:**
- **ACB Reports:** Mary Burris- Lead, Solar Panel Plans Approved Fencing Plans Approved. Notified County of Cannabis growers in the area. Adding another Committee Member to the ACB. Jack Burris. Need more Volunteers.
- **Events Committee Report:** No Events to do any Reporting for now.
- **Tree Committee Report:** John Howsdan
Money for trees Approved
10 trees will be planted around Ball Park.
- **Kiva Committee Report:** NO ONE PRESENT
New Business:
Reviewing Companies & Bids
Payroll Services
HR Support Services
Combined Companies
Availability in Area
Policies & Procedures
Updates on Labor Laws
Workmen's Comp.
Establishing Protocol

Meeting Adorned @ 8:00pm.



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X

Ryan Oatts
Secretary

Approved