



Copper Cove at Lake Tulloch Owners' Association

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

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Board Meeting 19 January 2012

Present: President Grant West, Vice President Doug Rockey, Treasurer Rob Adamson, Secretary Lisa Boltzen & Director/2nd Vice President LeRoy Lopez

Also: Office Staff Stacy Halstead & Donna de Blauw & Maintenance Staff Richard Duncan

Members Present: 17

Meeting Called to Order at: 6:04pm

Consent Agenda

1) Minutes of Prior Meetings

- a) Executive Session Minutes December 13th 2011
- b) Study Session Minutes December 13th 2011
- c) Board Meeting Minutes December 15th 2011

Motion to Approve Minutes with Corrections, Approved 5-0

2) Treasurers Report-

Operating Funds are \$138,557.59

Reserve Account Balance is \$269,188.90

Accounts Receivable is \$297,878.46

Committee Reports

- a) ACB- Two meetings ago I deck, I fence and roof solar panels were approved.
- b) Maintenance- Everything is good, right on track.
- c) Events Committee- Dianna Lopez, Committee Chairperson. The Committee is currently working on Valentine's Day Dance which is scheduled February 11th. If interested, please get your reservations in as soon as possible. Jobs for the volunteers on the Committee have already been assigned. With the left over monies, the committee purchased 3 chafing dishes, 2 BBQs and a chair caddy for the proposed chair purchase. Also purchased solar screening for the Committee events that require barbequing in hopes to cut down on heat. Rich and Alfred will install it as weather allows. A total of \$1,067.56 was turned back in along with the committees' end of year financial report. Lisa made a motion to approve chair purchase at the cost of \$17.95 each, a total of 100 chairs will be purchased. ***Approved, 5-0.***
- d) **Kiva Committee-** Renee Irwin, Committee Chairperson. The Committee meets every 1st Thursday of every month here at Black Creek Hall at 6pm. The committee was chartered in 2011, within 2011 the Committee proposed a bulletin board 3 times, 24/7 Kiva access just once, held the 1st annual Kiva Mixer, held the 1st annual Big Fish Contest, installed new lighting at Kiva and had new handrails installed as well. A total of



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\$56.14 was spent by the Committee from CCLTOA funds. Also, Renee informed the members that Ray Belloumini would be acting as the new Chairperson for the Committee effective the first of February.

- e) **Tree Committee-** John Howsden, Committee chairperson. John provided a visual for the Board and Members present, to show where the proposed trees would be planted. There are concerns of the unknown locations of the leach lines. John had a couple questions. He would like to add a water system and wanted to tap into a certain waterline, but he has concerns it might be a CCWD water hookup. All trees will be on a sprinkler system. Grant asked Kevin Gause if he was familiar with the locations of the leach lines here at Black Creek. Kevin told John and the Board where he feels where the leach lines are and pointed out an area to stay far from. If ground was dug in that area, damages could possibly arise and cost an estimate of \$5,000. A member asked what kind of trees are to be planted. John stated that the trees were Cottonwoods. Some members had concerns with the types of trees and their root systems. Board asked John if he could figure out a different type of tree to plant in that area. Lastly, John would like to see the trees kept up on once the committee has finished the project.

Old Business

- a) **Smile Copier Purchase-** LeRoy has been researching a new copier for the office staff. Currently the Association is spending \$7,000 per year to print the newsletters through a local vendor. The proposed copier will cost \$8,779.00 which includes ink. By purchasing the new machine, it will save the Association \$10,000 per year. It is a large purchase now, but by the end of this year, it will have paid for itself in cost of savings. There is a maintenance package offered, which includes ink toner and other things. The monthly cost of the maintenance package is \$182.75. ***Motion to approve the purchase of the Sharp 4110 copy machine, approved 5-0.***
- b) **Chair Purchase for Events Committee-**See Events Committee Report.
- c) **Kiva Launch Ramp-** LeRoy received bids to repair the boat ramp at the Kiva. Last year the Board spent \$11,000 for contractors and geo-technical work. Last year members did not approve the expenditure. This year LeRoy received 5 bids to replace only the black top with grooved concrete. Jon Beraconni, who submitted a bid, provided detail on what he would like to do for the ramp. LeRoy reviewed the bids with the Board and the members present. R. Teeple's bid was \$25,155.00 which included all permits. Caywood Construction's bid was \$28,000, Hooley Construction's bid was \$13,950, Beraconni Construction's bid was \$31,000 & Jon Allen was \$14,200. ***Motion to approve, Tabled pending clear bids.***
- d) **Website Maintenance Technician-** Grant's brother, Brad West, has been performing upkeep on CCLTOA.org to keep the site up to date and current. Currently, the association does not have a person in place to permanently provide maintenance. Brad would provide the service under no contract. He would also like to rebuild the site, as its format is outdated and unnecessary. His proposal would be to charge \$75.00 a month for his services. Other bids came in around the same. Motion to approve Brad West, approved, 4-0 and 1 abstained.
- e) **Election Committee Proposal Article III-** A proposal to change the By-Law's language. Lisa would like to ask the attorney about the change. Doug said in 2010, the Association asked the attorney that same question.



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Board can only approve to put it on the next voting ballot and have the membership vote on it. Renee came up and spoke on behalf of the proposal; she also clarified what each proposal was regarding and along with the proposed new language. Motion to approve placing it on the next ballot, Approved 5-0.

- f) **Election Committee Proposal Deleting 10 Day requirement- See item E. above.**
- g) **Investigation/Termination Member Update**-When the current Board came on, they reviewed documents and found discrepancies and terminated the Office Manager. The Board then turned the matter over to the Sheriff's Department which now is a current and active investigation. All the Board can comment on at this point is that the insurance is providing an internal audit of all the documents the Board turned over to them.

New Business

- a) **Firemen's Bingo Request to use Hall for 2012**- Stacy Nolan, Firemen's President, is here to request use the hall every 3rd Saturday of every month except for December at no cost. They educated the Board that they are strictly volunteers and do not get paid. The Board feels grateful to have such volunteers but they service all of Copperopolis and not just CCLTOA. Members in good standings who rent have to pay and the Board feels that it would only be fair for them to pay as well. Don Collins was also present and spoke briefly. Motion to approve the waiver of hall rental fee but with a \$125 deposit, approved 5-0.
- b) **Purchase of Second License for QuickBooks Software-Tabled.**
- c) **Spyware Program for Office Computers**-Already has been taken care of, as it was an immediate problem.
- d) **Wheelchair Access at Kiva**-Board will see about getting this taken care of at the same time as the repair work is being done on the Kiva Boat Launch.
- e) **Policy with Use of Account Cards to Purchase Goods**-Maintenance requested to have a Lowe's Accounts Receivable account opened at the Sonora location, so the Maintenance Department can buy items as needed faster and at a better price. *Motion to approve opening an Account Receivable Account at Lowe's in Sonora, approved 5-0.*
- f) **ACB Request Member for Committee**-The Committee needs at least one more member.

Open Forum

Kevin Gause-Kevin is willing to donate to the Calaveras American Little League (CALL) a mobile office trailer for the purpose of a snack shack. Kevin is also willing to help with any tractors needed to get it here at the Association ball field.

Meeting Adjourned at 8:13pm

X /s/

Lisa Boltzen-CCLTOA Board Secretary