

HOMESTEAD VALLEY COMMUNITY ASSOCIATION
BOARD MEETING MINUTES
August 6, 2013

The meeting was called to order at 7:30 with President Devi Brown presiding.

ATTENDING: Penny Alexandris, Devi Brown, Jim Derich, Scott Greenstone, Terry Nevin, Dana Schmidt, Al Wuthnow, and Les Lizama.

ABSENT: Jon Alper, Kristin Cann, Bob Carreras, James Goddard, Greg Lehman, Kevin Sutherland, Amy Westbrook, and Luis Ottley.

Guest Attendee: Phillip Moyer

DISCUSSION ITEMS:

1. MEETING MINUTES

- 1.1 The minutes from July meeting were reviewed but no action was taken because a quorum was not present.

2. TREASURER'S REPORT

- 2.1 Scott reported that we incurred a loss of \$1,100 for the month of July.
- 2.2 Scott prepared a forecast of income and expenses for the remainder of 2013 which was circulated to the Board. Income for the year is projected at \$143,000 (down from \$230,000 in 2012) and expenses are projected at \$214,000 (down from \$248,000 in 2012). This will result in a reduction in our cash position to slightly under \$50,000 as of the end of the year.
- 2.3 It was pointed out that relocation expenses which are being billed to the County should include rental payments to the Methodist Church and Marin Horizon School for use of the space they are providing. Les was also instructed to calculate the amount of time he has spent on relocation activities and to include this portion of his salary in the amount billed to the County.

3. EXECUTIVE DIRECTOR'S REPORT

- 3.1 Les reported ongoing rentals are consistent with prior months, and there are about 2 – 3 casual rentals per month of the meadow.
- 3.2 Pool attendance has been off due to the cooler weather and there has been some staff turnover at the pool.
- 3.3 We have changed our worker's comp carrier.
- 3.4 The new drop safe and lockbox have been purchased and will be installed this week. A few more employees still need to be interviewed about the theft.
- 3.5 It was suggested that we bring in an outside individual with expertise in running a community center to do a thorough audit of our procedures.

4. REPORTS FROM OTHER HOMESTEAD VALLEY BOARDS AND COMMITTEES

- 4.1 CSA14 – No report.
- 4.2 MHS Advisory – No report.
- 4.3 Land Trust – Phillip Moyer reported that the Land Trust Treasurer has resigned. An accounting from the County of Measure A funds has been requested but not received, so the Land Trust doesn't know how much Measure A money is available. Phillip also said that the County wants

to take over the rentals of Stolte Grove. He threw out the possibility of having HVCA handle the rentals as agent for Land Trust following the same procedures we use for rentals of the Center.

- 4.4 Sanitary District – It was noted that there are two openings on the Sanitary District Board of Directors. These openings will be filled in the November district election.

5. REPORTS FROM HVCA COMMITTEES

- 5.1 Measure A Committee – The new foundation for the library has been poured. Framing in the office area will soon commence. The walnut tree in the side yard will need to be removed in order to construct the new entrance to the center. Several change orders are in the works mostly dealing with structural issues revealed once the building was opened up. We are still on budget. Project completion is projected for the end of October. We need to start planning for the purchase of new furniture, especially chairs to replace the old chairs which were sold off. The center will be available for rentals during the holidays, and it looks like we will be able to hold our holiday party there this year.
- 5.2 Headlines – No report.
- 5.3 Homestead Village – No report.
- 5.4 Safety Committee – No report.
- 5.5 Events – July 4 was a big success. When the final bills are paid, we should net about \$600 (including \$217 from the bake sale table).

6. OLD BUSINESS - None

7. NEW BUSINESS - None

8. OTHER MATTERS OF INTEREST TO THE COMMUNITY - None

9. EXECUTIVE SESSION.

- 9.1 At the conclusion of the regular meeting, the Board met in executive session.

MEETING ADJOURNED. The meeting was adjourned by Devi Brown.

Respectfully submitted,
Penny Alexandris, Secretary