

HOMESTEAD VALLEY COMMUNITY ASSOCIATION
BOARD MEETING MINUTES
December 2, 2014

The meeting was called to order at 7:30 with Jim Derich presiding.

ATTENDING: Penny Alexandris, Leslie Dixon, Al Wuthnow, Jim Derich, Kristin Cann, Scott Greenstone, Greg Lehman, Devi Brown, Alex Scalisi, Luis Ottley, David Ross
ABSENT: James Goddard, Terry Nevin, Alan Cowan, Jon Alper
GUEST: Christina Oldenburg

DISCUSSION ITEMS:

1. MEETING MINUTES

- 1.1 The November minutes are corrected to show that Luis Ottley was absent
- 1.2 The November minutes were approved as corrected.

2. APPROVAL OF AGENDA

- 2.1 The Agenda was approved.

3. TREASURER'S REPORT

3.1 Scott reported:

Revenues were below budget by \$5k due to primarily to a shortfall in pool revenue. Center revenues were as budgeted, at \$2k and above last year's \$1.8k. Operating expenses were on budget at \$19.6k, with worse than expected results coming from contract labor, headlines, maintenance and office expenses offset by better than expected performance in utilities. The net operating loss was worse than expected at \$8.1k vs. \$3k budget. This was the result of lower than expected revenues. Our balance sheet remains strong as the cash balance has increased to \$82k from \$64k in the prior month owing to the receipt of county funds of \$40k less net operating losses and other timing items. Net equity includes reserve accounts as follows: Capital - \$15k, Center - \$25k, Pool - \$21k, Music Festival - \$8k, Furniture - \$1.5 & Scholarship - \$3.5k.

The forecast has been revised to reflect recent revenues and expense trends resulting in a net loss expectation of \$2k vs. our original budget of a \$500 profit. We continue to expect approximately \$60k - \$65k in total cash balances at the end of the year. Revenues: We are expecting an additional \$4k in revenues from rentals for the last two months of the year, \$0 in pool revenues. To tie to income statement, we've included \$41k of extraordinary funding from the county in operating revenues. Expenses: We've lowered our expense expectations for salaries for the remainder of the year and made minor tweaks to other expenses. Note: YTD and forecast revenues include \$41k of non-operating county funding.

4. EXECUTIVE DIRECTOR'S REPORT

- 4.1 The written report submitted by David Ross was reviewed. Public wi-fi is now available. Holiday decorations are being put up this week ahead of the Holiday Party on December 13th. Lizama Family expects to have the apartment cleared of all personal belongs by the end of the week.

5. REPORTS FROM OTHER HOMESTEAD VALLEY BOARDS AND COMMITTEES

- 5.1 CSA14 – Nothing to report, next meeting February 19th.
- 5.2 MHS Advisory – Christina Oldenberg, Luis Ottley and Kristin Cann reported on the Joint Committee Meeting of MHS and HVCA. Key items of discussion were: Dogs on campus, Facilities – buildings/trees, Traffic, Security, Student involvement in the community. Minutes can be found separately on the HVCA website.
- 5.3 Land Trust – Al reminded us that while there are no current vacancies on the Land Trust Board, HVCA can appoint up to 4 people to the Board and suggests we consider making a recommendation(s) as vacancies open up. Their new website is launched and continues to be developed. 30+ eucalyptus trees were removed along Pixie Trail, all paid for by homeowners. Discussions about future Land Trust projects funded by Measure A are underway. The Land Trust's offer to donate an 8' redwood bench to the HVCA in memory and appreciation of Les Lizama's service to HV was approved.
- 5.4 Sanitary District – Nothing to report.

6. REPORTS FROM HVCA COMMITTEES

- 6.1 Events - Thank you to Alan and Cynthia Cowan who are planning the Holiday Party on Dec. 13 from 4:00-6:00 p.m.

Kristen reported that the Events Committee met this past month to discuss the purpose of and process for the Events Committee. The Events Committee will meet once a year (more often if needed) in November to:

- Assess current and proposed HVCA-sponsored events.
- Set the calendar and budget for HVCA-sponsored events.
- Determine which Events Committee member will serve as the liaison between each event and the HVCA Board, if not chaired by a Board member.
- Determine what staff and Board resources will be needed for each event.

HCVA-Sponsored events planned for 2015 and chairperson(s):

- Annual Meeting-Leslie
- Artist Receptions (3)-Terry/Penny
- Music Concert(s)-Al/Devi (NEW)
- 4th of July-Need to replace Dana!!
- Music Festival-Alex
- Halloween-Kristin
- Holiday Party-To be determined

David will confirm that the capacity of the upstairs space is 61.

- 6.2 Measure A Committee –Jim reported that the outstanding items are: the doors, irrigation system, and MMWD approval of the backflow of water pipes. Expect final building and grading inspection to be complete by the end of the year.
- 6.3 Furnishings Committee – Scott reported that eBAy stock was sold.
- 6.4 Rental Rate Advisory Committee – Nothing to report.
- 6.5 Pool Committee – Nothing to report.
- 6.6 Grants and Financial Aid Committee – Al will meet with Marin Community Foundation to extend grant into 2015.
- 6.7 Headlines – David to continue to explore options to reduce printing costs.
- 6.8 Safety Committee – Nothing to Report.

7. NEW BUSINESS

- 7.1 Summer Camp – Scott reported that he and Alan are making progress on a potential Summer Camp Director at HVCA next year. Expense/revenue forecast discussions continue before a final recommendation is made.

- 7.2 Nominating Committee – Scott reported that he and Alan are working to identify potential candidates for the two vacancies on the HVCA Board. Slate will be submitted for approval at the Annual Meeting in February 2015.
- 7.3 Annual Meeting – Annual meeting is scheduled for Saturday, February 28th, 2015. Social Hour: 4:30-5:30 p.m.; Meeting: 5:30-7:00 p.m. Jim asked that the Board consider nominations for two Service Award categories: Distinguished Service Award and Volunteer of the Year.
- 7.4 Commemorative Recognition for Les – Alex Scalisi volunteered to lead the effort to assess and recommend how best to honor Les' contribution to HVCA. MHS, Land Trust and the County have expressed interest in participating. Goal is to announce the decision at the Annual Meeting in February.

8. OTHER MATTERS OF INTEREST TO THE COMMUNITY

- 8.1 HVCA Package Drop Site – A HV resident recommended that HVCA consider piloting a package drop-off service at the Center to help minimize mail/package theft in HV. After discussing, the Board did not pursue due to concerns about limited staff, liability and that it did not fit well within the Mission of the HVCA.

MEETING ADJOURNED. The meeting was adjourned by Jim Derich.

Respectfully submitted,
Leslie Dixon, Secretary