



BOARD OF DIRECTORS
OPEN SESSION
AGENDA
November 15, 2014
Saturday, 10 am, at the Clubhouse

1. CALL TO ORDER

2. ROLE CALL AND FLAG SALUTE

3. EXECUTIVE SUMMARY

The following may be discussed in Executive Session

- *Litigation matters*
- *Member discipline*
- *Matters relating to contracts with third parties*
- *Personnel matters*

4. MEETING MINUTES APPROVAL

Pages 1-3

- a. Approval of the October 2014 Board of Directors meeting minutes

Action Required: Board of Directors approval.

5. FINANCIAL STATEMENT

Separate Packet

- a. Approval of the October 2014 Financials.

Action Required: Board of Directors approval

6. COMMITTEE REPORTS

- | | |
|--------------|-----------------------|
| ➤ Station 34 | ➤ Fire Wise/Fire Safe |
| ➤ Recreation | ➤ Private Marina |
| ➤ ARC | ➤ Newsletter/Website |

7. Old Business

- a. **Lot 11 Agreement**

Pages N/A

Background: The Board of Directors held an ADR with an owner of lot 11 (there are 18 owners in total) to try and work out an agreement for

the use of the parking lot behind the clubhouse. The Board President will provide an overview of the final outcome

Action Required: Board Update

b. Lot 11 Parking Lot Signage

Pages N/A

Background: As a result of the ADR with one of the Lot 11 owners it was determined that we needed a sign at the entrance to the parking lot indicating that this is not OSCA property. Legal Counsel has reviewed and approved the wording on the sign. The Board needs to approve installing the sign.

Action Required: Board approval

c. 2015 Performa Budget

Pages 4-6

Background: The Board of Directors must approve the 2015 Performa budget at this meeting in order for the budget to be mailed out 30 days prior to the close of the year. This is a Civil Code requirement.

Action Required: Board approval

8. New Business

a. Approval of Policy on Event

Pages N/A

Background: The Associations Legal counsel has advised that the Association require that anyone renting the clubhouse for a party provide Event Insurance to the Association. The board needs to discuss what they would like the policy to state.

Action Required: Board discussion

b. Review of Committee Policy

Pages 7-9

Background: Several years ago management worked on a draft policy for the administration of the various committees. The draft was never approved by the previous Board. This is the first viewing of this draft by the Board. The Board needs to review/edit the policy as necessary.

Action Required: Board Discussion

c. Review of Finance Committee Charter

Pages 10-11

Background: The Finance committee drafted a charter and is asking the Board of Directors to approve or recommend any changes.

Action Required: Board Approval

d. Draft Investment Policy

Page 12-14

Background: The Finance committee drafted an investment policy that needs Board approval. The Board should review this policy and determine if any changes need to be made.

Action Required: Board Review

e. Draft Fire Wise Charter

Page 15

Background: The Board of Directors needs to approve the Draft Charter for the Fire Wise Committee

Action Required: Board Approval

f. Review of Community Guidelines

Pages 16-43

Background: On an annual basis or as necessary it is a good practice for the Board of Directors to review the Community Guidelines (rules and regulations). This process normally takes several months to perform. Once draft changes are made the changes are sent out to all the members for a 30 day review for comments. After the 30 days the Board can approve or modify the proposed draft.

Action Required: Board Review

g. Review of Employee Manual

Pages 44-96

Background: The current employee manual was reviewed and updated by our Human Resources Consultant and approved by the Board of Directors at their February 2014 open session meeting. The current Board has expressed an interest in reviewing this again.

Action Required: Board Review

9. MANAGER'S REPORT

10. HOMEOWNER FORUM (Member Comments)

Each homeowner will be given 3 – 5 minutes to speak in accordance with the Open Meeting Act 1363.05, or a total of 20 minutes will be granted for all to address the Board regarding items of interest or concern.

11. ADJOURNMENT

NEXT MEETING:

The next meeting will be on Saturday January 17, 2015. The Executive Session begins at 8:00 am and the Open Session Meeting starts at 10:00 am.