



BOARD OF DIRECTORS  
OPEN SESSION  
MINUTES  
November 18, 2023  
10:00 am, Saturday  
IN PERSON  
2727 Turkey Cove Road  
Bradley, CA 93426

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1. The meeting was called to order at 10:02 am.

2. Matthew Gourley, Columba Quintero, Brian Kwasny, Mark Foley and Hortencia Vargas was in attendance. Michael Garner was in attendance via zoom.

**3. SUMMARY OF EXECUTIVE SESSION**

Matthew Gourley gave a summary of what was discussed in Executive Session, which was an open seat on Board of Directors, New Vice Secretary, Open positions for General Manager and Maintenance Supervisor. Upcoming Storm Damage repairs.

**4. MEETING MINUTES APPROVAL**

Hortencia Vargas motioned for approval of the October 21, 2023 Open Session Minutes; Brian Kwasny seconded. The Minutes were approved by a vote of 6/0.

**5. ACKNOWLEDGMENT OF RECEIPT OF FINANCIALS**

Michael Garner motioned for the acknowledgment of Receipt of Financials. Columba Quintero seconded. Receipt of Financials approved by a vote of 6/0.

**6. NEW BUSINESS**

**a. BOARD OF DIRECTOR'S SEAT OPENING DISCUSSION**

Matthew Gourley announced they are accepting applications for The Board of Director's Open Seat.

**b. SECRETARY APPOINTMENT OF A BOARD MEMBER**

Matthew Gourley announced the New Secretary for the Board of Director's is Hortencia Vargas.

**c. 2024 OPERATING & RESERVE BUDGET APPROVAL**

Columbia Quintero Motioned to approve the 2024 Operating & Reserve Budget to also include \$89,449.19 from Reserves to Operating. Mark Foley seconded. The motioned passed by a vote of 6/0.

**d. CLUBHOUSE OUTDOOR CEILING FANS EXPENSE REIMBURSEMENT**

The Clubhouse outdoor ceiling fans were in disrepair. The cost to replace them was \$1,033.04. The expense was budgeted and scheduled in the Reserve Study to be replaced this year. The Board must officially approve the expense to come out of Reserves.

**e. LOG BOOM REFURBISHMENT RESERVE EXPENSE**

The log boom shackles and bolts have not been replaced for approximately 12 years and have deteriorated and need to be replaced. The refurbishment has been budgeted and scheduled to be paid out of Reserves this year. Management is requesting approval to not exceed \$10,000 for this expense. The shackles and bolts for approximately 50 shackles and bolts is \$2300 per 50 sets.

**f. AIR COMPRESSOR SYSTEM APPROVAL**

The Air Compressor system at the Maintenance yard is over 20 years old and needs replaced. The expense was budgeted and scheduled to be paid out of Reserves this year. Management is requesting the Board approve the Air Compressor system replacement, not to exceed the \$6,300.00 that is reserved for the improvement.

**g. ROLYAN BUOYS RESERVE EXPENSE APPROVAL**

The log boom and marina lights needed to be replaced. The Board directed Staff at the August Board meeting to order the lights immediately and seek reimbursement. The expense was budgeted and scheduled to be paid out of Reserves this year. The Board must officially approve the expense to be paid out of Reserves. The total cost for the lights is \$2,805.08 at Rolyan Buoys.

**Hortencia Vargas motioned to approve items d, e, f & g; Brian Kwasney seconded. The motion passed by a vote of 6/0.**

**h. AUTHORIZATION TO LIEN**

The Owners of the property with Collections acct. # 21726 have become severely delinquent on their HOA account fees. The first step in the Collections action is for the Board by a majority of a vote to Authorize the Lien on the property.

**The Board tabled this Agenda item.**

**7. OLD BUSINESS**

**a. OAK SHORES FIRE & MEDICAL BRIGADE BOARD UPDATE**

Stephen Hctor discussed the Lease Agreement with the Brigade. Board motioned to move this to next Agenda.

**b. MASTER PLANNING AD HOC COMMITTEE UPDATE**

Matthew Gourley gave a summary on the Front Gate building repairs.

**8. ADJOURNMENT-**

The meeting adjourned at 12:10 pm.