

SIERRA SPRINGS OWNERS ASSOCIATION  
Board Meeting Minutes  
**April 8, 2020**

**Call to Order:** The meeting was called to order at 6:39 p.m.  
M/S/C Campbell/DeGray

**Board Members Present:** Bill Campbell, President, Roger DeGray, Vice President, Tom Jeanes, Treasurer, Ray Schoenwandt, Director & Secretary, Donna Barrese.

**Approved Agenda:**  
M/S/C Campbell/DeGray

**Approved Minutes From: March 11, 2020**  
M/S/C Campbell/Schoenwandt 5-0 motion

**EXECUTIVE MEETING: Was held on Wednesday, April 1, 2020 at 5:00 pm**

Items of Discussion:

1. Possible fiscal Relief Measures due to Covid19 and effect on Budget.
  - a. Suspension of Dues
    - i. One Month
    - ii. One Quarter
  - b. Reduce Dues
  - c. Payment Plan
  - d. Postponing Fire Fine
  - e. E. Apply State rules for Mortgages to Association Dues

State Financial Relief Package for Californians who are struggling financially resulting from Covid19. You may be eligible for the following relief upon contacting your financial institution:

- 90-day grace period for mortgage payments:
- Moratorium on reporting negative credit impacts resulting from taking advantage of Covid19 related mortgage relief.
- Moratorium on initiating foreclosure sales or evictions for 60 days; and
- Relief from mortgage-related late fees and charges for 90 days.

If you are not able to pay your bills: If you are having trouble paying any type of loan or credit product, including credit cards, small business loans, commercial real estate loans, and student loans, you should directly contact your lender and servicers to let them know about your situation and ask for relief from scheduled payments.

NOTE: Be prepared to provide specific information about how your income has changed due to Covid19.

2. Potential cost cutting
  - a. Cancel nonessential contracts
  - b. Operational savings

After much discussion about offering relief concessions for our members due to the Covid19 situation, our attorney has advised the Board to NOT offer those options because our first obligation is to maintain the security of association funds.

**PLANNING MEETING: Was held on Wednesday, April 1, 2020 at 6:30 pm**

- Plan going forward dealing with the Corona Virus:
- Closure of Lodge –
- Pools –
- Expenses going forward –
- Savings Account –
- Posting information on SSOA Website & Social Media –
- Postponing Evaluations –
- Postponing Fire Fines –
- Discuss burning in the 7 acre Greenbelt –

**Open Forum:**

**Manager's Report:** Association Manager, Shelly Thompson reported:

- I spoke with the pool contractor, Jack Elmay regarding the start-up of both pools for the summer season. Per Jack, we do need to maintain the pool chemicals by purchasing the pallets of salt, calcium, and stabilizer to get the pools ready to open when the state permits it. Jack said that it would be ok to keep the covers on the pools until we open as long as the proper chemicals are in the pool. I will work with Jack on the purchase of chemicals.
- I am going to hire pool monitors and have them on standby for when the pools do open.
- Spoke with Dee Ann Freeman with Sacramento Management regarding the incorrect billing on the January 2020 statements. There were approximately 30 accounts that did not reflect the increase in dues. The new software randomly selected accounts and billed them at last year's rate. Dee Ann manually corrected the accounts and sent notices to the Members that were billed incorrectly.
- The April statements billed every Member a \$10 late fee. Dee Ann audited each account and waived the \$10 late charge on the accounts that should not have been charged the late fee. The accounts that do warrant a late fee will continue to be charged the late fee until the account is brought current. Dee

Ann believes that the software glitches have been corrected for the next billing statements due to go out in mid-June.

**Treasurers Report:** Treasurer, Tom Jeanes, reported that we are under budget for this time of year. Utilities, payroll, events are under budget as well. Late fee's reported for February 2020 were \$2,400. Tom stated that additional expenses will increase as we get ready for the pools to open.

**Fire Safety Committee:** Chairperson, Kay Campbell for the Sierra Springs Regional Fire Safe Council reported that the Association contracted with the California Conservation Corps (CCC) to clear and burn piles of debris in our 7 acre greenbelt, the Meadow near the Lodge, the 5 acre greenbelt and they cleaned up an Oak tree near the Lodge.

Les Richards with the Sierra Springs Regional Fire Safe Council stated that he is working on Defensible Space training that will be available online. The dates and times of the training will be announced on the SSOA website.

Bill Campbell made a motion for a resolution to discuss all the items on tonight's Agenda. Roger DeGray seconds the motion.

M/S/C Campbell/DeGray 5-0 motion carries

**04-A01 – Appoint Inspector of Election – (02-A12) & (03-A10)** Discussed appointing an Inspector of Elections to collect & count the ballots for the 2020 Board of Directors election. Bill Campbell made a motion to appoint Les Richards as the Inspector of Election for 2020. Roger DeGray seconds the motion.

M/S/C Campbell/DeGray 5-0 motion carries

**04-A02 – Tree Work 4 & 7 Acre Greenbelt** – Discussed bid submitted by A-Team Tree Service to in the amount of \$1,000 to cut down 4 medium sized trees in the 7 acre greenbelt in the access lane on Lupin Lane and one large pine tree that was recommended to be removed in the 4 acre Lupin greenbelt. Donna Barrese made a motion to approve the bid submitted by A-Team Tree Service in the amount of \$1,000. Bill Campbell seconds the motion.

M/S/C Barrese/Campbell 5-0 motion carries

Bill Campbell made a motion to adjourn the meeting.

Roger DeGray seconds the motion.

Meeting Adjourned 7:09 PM

Respectfully Submitted by, Shelly Thompson, Association Manager

