



## Bear Valley Springs Association Board of Directors

### **SPECIAL BOARD MEETING**

Monday, March 20, 2023 at 1:00 PM

**BVSA Conference Room**

**Open to All  
Members**

### **MINUTES**

#### **A. ANNOUNCEMENTS:**

##### **1. Call to Order @ 1:05 pm**

##### **2. Roll Call**

Board Members Present: ALL

Staff members Present: General Manager Wesley Shryock, Admin. Asst/Board Secretary Anita Bauer

##### **3. Intent to Tape the Meeting**

*This meeting will be digitally recorded to assist in capturing the minutes. Members attending the meeting are prohibited from using any sort of recording device during the meeting. This includes audio recorders, video recorders or any type of camera (including cell phone cameras).*

##### **4. Board Comments/Announcements:**

#### **B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE:**

##### **1. Approval of Agenda:**

March 20, 2023 Special Board Meeting Agenda

**Motion by BR** to approve the 3/20/23 special board meeting agenda

**2<sup>nd</sup> by GM**

**Motion Approved VOTE 5-0**

##### **2. Notice of Special Executive Session Board Meeting after the Open Session:**

Executive Session Board Meetings are confidential and therefore **CLOSED** to the membership. The Bear Valley Springs Board of Directors will be holding a Special Executive Session Board Meeting after the open session where they will conduct Association business that falls within any one of the following categories, as follows:

- Member Items/ECC Matters
- Litigation/Legal Matters
- Contracts
- Delinquent Assessments
- Personnel Matters
- Whistleblower

##### **3. Approval of Minutes:**

Special Board Meeting Minutes – March 14, 2023

Special Board Meeting Minutes – February 21, 2023

**Motion by JP** to approve the 3/14/23 special board meeting minutes and the 2/21/23 special board meeting minutes

**2<sup>nd</sup> by GM**

**Motion Approved VOTE 5-0**

#### **C. MEMBER COMMENTS:**

#### **D. BOARD BUSINESS / ACTION ITEMS:** 7 items

##### **1. MCDB Changes**

- a. Bunker Rake – Department 20
- b. Coffee Maker – Mulligan Room

- c. Greens Mower- IGM

**Motion by JP** to approve the MCDB changes as presented by the project manager

**2<sup>nd</sup> by BR**

**Motion Approved VOTE 5-0**

2. Reserve CER (Capital Expenditure Request) – Bunker Rake

**Motion by AT** to approve Alternative One Alliance Turf, SP05, 3WD Bunker Rake, \$30,370.41 to be funded from the reserve account

**2<sup>nd</sup> by BR**

**Motion Approved VOTE 5-0**

3. Reserve CER (Capital Expenditure Request) – Coffee Maker- Mulligan Room

**Motion by GM** to approve Alternative One, Bunn automatic 12 cup brewer Coffee Maker for \$988.83 to be funded from the board contingency account.

**2<sup>nd</sup> by JP**

**Motion Approved VOTE 4-1**

4. Reserve CER (Capital Expenditure Request) – Diesel Greens Riding Mower- IGM

**Motion by GM** to approve Alternative One, Alliance Turf Products, LM315GC Triplex Diesel Greens Riding Mower in the amount of \$48,858.6 to be funded from the reserve account.

**2<sup>nd</sup> by JP**

**Motion Approved VOTE 5-0**

5. Request for Appointment to Environmental Control Committee – Lori Bartelmie

**Motion by BR** to appoint Lori Bartelmie as a voting member to the ECC

**2<sup>nd</sup> by AT**

**Motion Approved VOTE 5-0**

6. Request for Approval – BVSA Employee Holiday Schedule for 2023-24

AT recommended the holiday schedule be reviewed for a more clear communication to all departments regarding holiday pay and hospitality industry standards.

**Motion by BR** to approve the 2023-24 BVSA employee holiday schedule

**2<sup>nd</sup> by JP**

**Motion Approved VOTE 3-2**

**Meeting was recessed at 1:45 pm**

**Meeting was reconvened at 2:00 pm**

7. Request for Approval – GAC Recommendation to use Oak Tree Junior Golf Program endowment for a Junior Golf Practice Area.

A custodial account of \$48,025.00 was left for the Oak Tree Jr. Golf program. The GAC recommended a short game practice area for jr. golfers. Jim Panek stated he spoke with the Trustee regarding the endowment specifics.

**Motion by BR** to deny the request for facility building until specifics are received from the Trustee of the Jr. Golf Program endowment.

**2<sup>nd</sup> by GM**

**Motion Approved VOTE 5-0**

**E. FOLLOW UP ITEMS FROM TODAY'S MEETING:**

Staff to request the specifics in writing from the Trustee of the Jr. Golf endowment.

**F. ANNOUNCE UPCOMING MEETINGS:**

**BVSA BOD Annual Budget Meeting**, Wednesday, March 29, 2023 at 10:00 AM, OTCC

**BVSA BOD Annual Budget Meeting**, Thursday, March 30, 2023 at 10:00 AM, OTCC

**Regular Meeting**, Tuesday, March 28, 2023 at 6:00 PM, Oak Tree Country Club

*Special Board Meeting, March 20, 2023*

(Executive Session to begin at 2:00 pm at the BVSA Administration office, executive session meetings are closed to the public)

**Special Board Meeting**, Monday, April 17, 2023 at 1:00 PM, BVSA Conference Room

**G. ADJOURN SPECIAL MEETING: @ 2:20 PM**