



Bear Valley Springs Association Board of Directors  
Regular Monthly Meeting  
Tuesday, October 17, 2023 at 6:00 PM  
OTCC Reception Area  
**MINUTES**

Open to All  
Members

**A. ANNOUNCEMENTS**

**1. Call to Order – Pledge of Allegiance @6:00 PM**

**2. Roll Call –**

**Board Members Present:** President Munday, Treasurer Hicks, Director Panek,  
Director Gadzia

**Board Members Absent:** Vice-President Reyburn

**Staff Present:** General Manager Don Ciota, Controller Gina Silva and Board Secretary  
Anita Bauer

**3. Declaration of 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).*

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

<u>Item #</u>	<u>Item</u>
24-028	<b>Approval of the Agenda</b> <ul style="list-style-type: none"><li>October 17, 2023 Regular Meeting Agenda</li></ul> <b>Motion by JP</b> to approve the 10/17/23 regular meeting minutes <b>2<sup>nd</sup> by FH</b> <b>Motion Approved VOTE 4-0</b>
24-029	<b>Approval of Minutes</b> <ul style="list-style-type: none"><li>September 19, 2023 Regular Meeting Minutes</li></ul> <b>Motion by FH</b> to approve the 9/19/23 regular meeting minutes <b>2<sup>nd</sup> by JG</b> <b>Motion Approved VOTE 4-0</b>
24-030	<b>Reading of the Executive Session Report</b> <ul style="list-style-type: none"><li>Regular Meeting – 9-19-23</li><li>Special Meeting – 9-25-23</li></ul>
24-031	<b>Receive and File Various Committee Reports</b> <ul style="list-style-type: none"><li>Equestrian Advisory Committee – 9-11-23</li><li>Finance Committee – 8-16-23</li><li>Food Service Advisory Committee- 8-17-23</li><li>Golf Advisory Committee- 9-5-23</li><li>Lake Quality Advisory Committee- 8-7-23</li><li>Recreation Advisory Committee – 10-4-23</li></ul> <b>Motion by FH</b> to receive and file the above-mentioned committee reports <b>2<sup>nd</sup> by GM</b> <b>Motion Approved VOTE 4-0</b>
24-032	<b>Treasurer's Report and Controller's Report :</b> Announcement was made that Gina Silva has been promoted to Controller as of today. Gina reported to the Board of Directors the Controller's and Treasurer's report for the month of September.

**C. GENERAL MANAGER**

<b>24-033</b>	<b>Amenity Highlights and Challenges</b> – General Manager – Don Ciota reported what is happening around Bear Valley Springs by the Association and numerous volunteers that are helping clean up the community.
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**D. CONSENT CALENDAR – 5 items**

<b>24-034</b>	2023-24 Board of Directors Board Meeting Schedule
<b>24-035</b>	2023-24 Board of Directors Operational Calendar
<b>24-036</b>	2023-24 BVSA Follow Up Items list
<b>24-037</b>	Proposed BVSA Rule Change: Request for Approval for Posting: Section 305, Use Privilege Cards
<b>24-038</b>	Proposed BVSA Rule Change: Request for Approval for Adoption: Article 17; Section 1700, Section 1701, Enforcement of Association Rules
	<b>Motion by JP</b> to approve the consent calendar as presented <b>2<sup>nd</sup> by GM</b> <b>Motion Approved VOTE 4-0</b>

**E. BOARD BUSINESS ACTION ITEMS – 3 items**

<b>Item #</b>	<b><u>Item</u></b>
<b>24-039</b>	Discussion: 2023 BVSA Fiscal Year Audit <b>Motion by FH</b> to approve the 2023 BVSA Fiscal Year Audit as presented <b>2<sup>nd</sup> by JP</b> <b>Motion Approved VOTE 4-0</b>
<b>24-040</b>	Discussion: Member Hearing - Hughes – 3417-170 Brian Hughes -3417-170 attended the hearing and it was announced that Brian requested this hearing to be held in open session. The hearing is regarding an allegation that guest use fees were not paid. Mr. Hughes made a presentation as to why this is an unreasonable allegation. He also stated there was a medical emergency that kept him from going to the Whiting Center to pay the fees on the same day. <b>Motion by GM</b> that no further board action be taken <b>2<sup>nd</sup> by JP</b> <b>Motion Approved VOTE 4-0</b>
<b>24-041</b>	Discussion: BVSCRFF Funds Breakdown

**F. MEMBER COMMENTS**

In order to give you an opportunity to address the Board, and in compliance with Civil Code Section 4925 and 5000(b), we've set aside a period of time for members to provide their comments to the Board. We ask that you document your issue(s) by completing the BVSA Public Comments Form to assist us in documenting your issue. If you have not already filled out a Public Comments Form, please do so now and hand it to the Board Secretary, Anita Bauer. The forms are located at the entrance where you came in. When you are recognized, please come up to the lectern and use the microphone. Begin by stating your name and tract/lot number for the record and please limit your comments to five (5) minutes. If someone else has already stated the issue, but you have something else to add to it, please raise your hand to be recognized. Due to time constraints, the Chair may limit participation to once per member. Thank you for your cooperation and adherence to this Open Forum Policy.

Richard Bissell 3557-362 – Richard Bissell asked where to find amenity defined. He also stated several inaccuracies in the rules and words that need to be clarified and further defined. He also suggested we substitute some words for further clarification in the BVSA governing documents.

**G. SUMMARY OF TODAY’S FOLLOW UPS**

Gina to get the 2023-24 received assessments percentage and give that number to Guy.

**H. ANNOUNCE UPCOMING MEETINGS AND NOTICES**  
**MEETINGS**

- BVCSD/BVSA Liaison Meeting, Thursday December 7, 2023, at 10:00 AM, BVCSD
- Regular Monthly Board Meeting, Tuesday, November 21, 2023 at 6:00 PM, OTCC Reception Area (Closed Executive Session prior to the Open Meeting)
- Special Board of Directors Meeting, Monday, October 23, 2023 at 1:00 pm, BVSA Conference Room
- No Special Board Meetings in November and December due to the Holidays.

**NOTICES /EXECUTIVE SESSION AGENDA**

- Closed Executive Session Board Meeting on October 17, 2023 to begin at 2:00 PM (prior to the Open Session) where the Board of Directors will conduct Association business that falls within any one of the following categories:
  - Member Discipline
  - ECC Matters
  - Litigation/Legal Matters
  - Contracts
  - Delinquent Assessments
  - Personnel Matters
  - Compliance Officer Report

Executive Session Board Meetings are confidential and therefore **CLOSED** to the membership.

**I. ADJOURN REGULAR MONTHLY MEETING @ 7:00 PM**