

Mill Creek Summer Home Owners Association (MCSHOA) Board Meeting Minutes

Date: February 23, 2022

1. Meeting Called to Order: 5 pm
Present: Mark Black, Jerry Cleek, Kathy Carpenter, Bill Loker, Mark O'Sullivan, Patrick Schimke, Dan Steadman
2. Guests: Tim Coyne, Craig Faniani
3. Approval of Minutes for December 5, 2021 Board Meeting.
Carpenter moved, O'Sullivan seconded. Approved as amended

OLD BUSINESS:

4. Hignell Management Co. Discussion: Mark Black reviewed the proposal from Hignell Management Company to provide services to MCSHOA. Black made the case that hiring a management company would help keep the organization current on all legal requirements for HOAs and free up the Board to engage in more meaningful governance activities on behalf of the community. The cost of proposed services works out to about \$100 per cabin owner per year. Discussion ensued. After discussion Black asked for the sense of the Board on the proposal. Board generally favored contracting a management company but wanted to see an additional proposal. Board members will make inquiries to solicit an additional proposal. It was recognized that hiring a management company will necessitate an increase in the annual assessment requiring a vote by cabin owners.

5. Treasurers Report - Mark O'Sullivan, (Tim Coyne) Former Treasurer Tim Coyne worked actively to on-board with newly elected Treasurer Mark O'Sullivan. O'Sullivan presented an overview of the current status of MCSHOA finances (see report appended below). There are currently only two cabin owners in arrears of HOA annual assessment. This is the least incidence of cabin owners in arrears in several years. Board thanked Tim Coyne for his past service as Treasurer and for working diligently for a smooth transfer of responsibilities to O'Sullivan.

6. Update on Special Assessment- Mark Black reviewed the timeline for the vote on the Special Assessment. The next task is to convene a Board Meeting on 2/28/22 to take any comments from cabin owners regarding the Special Assessment. The Special Assessment will remain at \$100 per cabin owner with the expressed purpose of paying legal fees for the rewrite of MCSHOA CC&Rs to bring the organization in-line with recent changes in the legal environment. Kathy Carpenter volunteered to serve as secretary on 2/28 in Loker's absence.

7. Bylaw Rewrite Discussion for Meeting on March 2, 2022 with attorney Darren Bevans. Black re-iterated the importance of Board engagement with attorney Bevans to provide meaningful feedback on the draft CC&Rs. Black requested that Board members review the draft CC&Rs and provide him with comments *prior to* the meeting with counsel Bevans in order to have an efficient and productive discussion. Only through active engagement will we produce CC&Rs appropriate to Mill Creek and acceptable to our community. Zoom meeting will be recorded to provide basis for meeting minutes.

8. Common Land Committee Report: Mark Black reviewed the status of Common Land maintenance. He also requested that Board members step up to replace him on the Common Land Committee. O'Sullivan and Schimke volunteered to serve. Faniani also indicated a willingness to participate.

9. Sierra Institute for Community and Environment Subcommittee: Mark Black attended virtual meeting of this organization. Main purpose of the organization is management of forest lands and wildfire prevention/readiness. Black will continue to participate representing Mill Creek's interests.

10. Web page update: Black indicated a need for a thorough review of the Mill Creek website, particularly those parts relevant

to MCSHOA to update and provide accurate information. Kathy Carpenter and Dan Steadman volunteered to work with web master Amy Webster on this task. Craig Faniani also volunteered with special attention to those portions dealing with the Architectural Review Committee (ARC). Board expressed gratitude and appreciation for Amy Webster's diligent management of the website.

NEW BUSINESS:

1. Elections of New Officers in July, Discussion (Process starts in April): Mark Black reminded the Board that the four officers will have completed their terms of service on the Board July 1, 2022: Black, Loker, Cleek, Schimke. Election process starts in April. Black asked for an indication from Board members whose terms are ending as to whether they intend to seek re-election by our next meeting in April.

2. PG&E Tree removal: Black indicated that PG&E contacted him seeking authorization for further tree removal in Mill Creek. Black did NOT approve further work by PG&E due to their practice of not removing felled trees from cabin owners' property. PG&E representative contacted Black later indicating that PG&E will take responsibility for removal of downed trees.

3. Tinder Smart Program: Jayedene Chesini has been in contact with Riley Wills of Tehama County Tinder Smart program. This program works with cabin owners to remove ladder fuels, brush and small trees to reduce wildfire danger. The program was initiated in July 2021. To date little work has been done in Mill Creek. Riley Wills indicated that work in Mill Creek will begin in spring, after snow melts and that the program is seeking further funding to expand activities.

ADJOURN:

6:54 pm

MCSHA Treasurers Report
2/23/22

As of 2/21/22 the account balances are as follows:

Main Checking #1026	\$2,586.74
Primary Savings #0025	\$12,885.48
Road Replacement Savings #5292	\$17,775.51
Non-Profit CD #1568	\$75,067.81

DETAIL SPENDING TO DATE:

Category	Budget	Actual Spending	Remaining
Balance			
Common			
Land			
Maint	\$15,000	\$7,800	\$7,200
Road			
Maint	\$0.00	\$0.00	\$0.00
Road			
Replacement	\$6,000	\$0.00	\$6,000
Legal			
Professional	\$3,000	\$8,143.65	
	(\$5,143.65)		
Bookkeeping	\$2,500	\$1,011.74	\$1,488.26
Insurance	\$4,700	\$4,811.00	(\$111)
Taxes/Fees	\$150	\$79	\$71
Office Exp	\$50	\$0.00	\$50
MCSHA			
Postage/Misc	\$500	\$345.59	\$154.41
Waste/Dumpster	\$3,520	\$2,691.35	\$826.65
TOTALS:	\$35,420	\$24,882.33	\$10,537.67

Delinquent Dues:

I have emailed our accountant, Dave Hagen for a current list of late or missing dues payment information and am waiting to hear back from him.

Currently it looks like we have 3 cabin owners in arrears:

Cabin #120	Jarvis	\$288
Cabin #94	Kerby	\$288
Cabin #129	Ramirez	\$429.68
TOTAL		\$1,005.68

I will wait to confirm this with Dave Hagen before reaching out to those cabin owners.

Road Account Transfer:

As per the Board's commitment to annually fund the "Road Replacement Account", I will be transferring \$6,000 from Savings Acct #0025 to the Road Acct #5292.

Respectfully submitted,

Mark O'Sullivan
MCSHA Treasurer
Cabin #123