



*Vista Lakes Community Association, Inc.*

**DRAFT - Meeting Minutes – Board of Directors Workshop  
May 13<sup>th</sup> 2010 at 6:30 p.m.  
VLCA Resident's Center**

Current Board of Directors: Kent Campbell (President), Valerie MacAllaster (Vice President), Debbie Salerno (Secretary, Jim Shelton (Treasurer), Ron Cumello (Director), Renee Hale (Director), Gary Schuett (Director)

**Resident Open Forum starts at 6:30 p.m. (Approx 30 Minutes)**

Discussion of speeding on streets and street lighting in Newport area.

**Establish quorum, Kent, Valerie, Debbie, Gary, Renee and Ron present. Jim absent.**

**Call to Order and Proof of Notice, meeting called to order at 7:00 p.m.**

**Approval of Prior Monthly Workshop Minutes (April 8<sup>th</sup> 2010), Motion (Valerie/Debbie) to approve the minutes as submitted. All in Favor.**

**Community Director's Time (Sharon Eichorn)**

Monthly report/update, Sharon submitted a report prior to the meeting. Pool lounge chairs were delivered today. The Vista Park slide has shipped and should be installed within the next week. Discussion of the sample sign that has been submitted.

Trial Period Maintenance Transition Update (Issues, Impact), nothing to report at this time because staff has been working on event preparations.

Larry Smith's VL landscape concern's/issues, Larry was not able to attend the meeting but did provide feedback to the amenities committee. Discussion of the palm tree trimming at the pool area.

**Association Manager's Time (Gary van der Laan)**

Monthly report/update, report submitted in advance of the meeting.

Trial Period Maintenance Transition Update (Issues, Impact). Nothing to report at this time as the maintenance men are currently working on the amenities center in preparation for the 10<sup>th</sup> anniversary event.

**Old Business to be discussed**

Turnover Repairs Update (Ron), all work currently ordered has been completed. Street drains on Vista Park were discussed; Ron mentioned that an engineer will be hired

Neighborhood Rep Nomination/Election Update, currently have candidates from 8 neighborhoods. No response from Central Park, Colonie, Amhurst, Avon, Waverly or Windsor.

**Motion (Valerie/Kent) to send out ballots for neighborhood representative election with ballots to be returned by June 8<sup>th</sup>. All in Favor.**

Sports Team Sponsorship (Val), Request for opinion has been sent to the attorney. No response from the attorney at this time.

Pool Area Furniture (Sharon, Amenities Committee), Carol discussed chairs at the pool area. **Motion (Debbie/Renee) to purchase additional 25 chairs for the pool. All in Favor.**

10<sup>th</sup> Anniversary Event Update (Sharon/Renee), activities are proceeding for the event this Saturday.

### **New Business**

Discussion of the idea to rent areas within the resident's center pool complex by residents (kiddie pool, and playground) [Resident Request] Carol discussed a request from a resident to reserve areas of the pool, also a request to bring a tent to the pool area which is not permitted.

Pool Staff Rules Enforcement SOP (Kent), discussion of pool staff rules provided by Sharon to the board. **A/I, Amenities committee to update pool rules with the enforcement actions that will be taken for people at pool breaking the rules.**

Pool Staff Dress Code (Renee), Renee discussed jewelry worn by lifeguards.

Denial of amenities and clarification of amounts due triggering denial/clarification of instructions for pool staff. Not quite old business. Additional discussion based on issues related to gated community gate maintenance expenses. (Kent), Kent discussed the current policy and re-stated the policy of a \$25 cut off point for denying pool access for past due assessments.

"CD Hours", **Motion (Kent/Gary) Motion put forward to address CD hours worked during the months of Jan, Feb, Mar, Apr 2010. Motion is to pay the costs associated with the additional hours noted in the CD report for Jan, Feb, Mar, and April. Further stipulated, it is not the general policy of the Board for the CD to work in excess of 40 hours per week, and the motion includes the further stipulation that the CD must get advance approval from either the BOD VP or the BOD Pres to exceed 40 paid hours per week. Meaning the CD will have to plan any work in excess of 40 hrs in advance. Any hours, in excess of 40 hours in any particular week, worked without advance approval will not be compensated. This should be reviewed in 90-120 days, with feedback provided from the BOD VP and/or BOD Pres. Kent, Debbie in Favor. Ron, Gary, Renee and Valerie opposed. Motion fails.**

**Motion (Ron/Gary) Motion (Ron/Gary) for the Board to create a new position for employment, and following Board agreement on this new position's Job Description and duties, proceed with a hiring action to fill this new position. The intent of this motion is to create a new position that has duties that can be carried out independently from the CD. The new position Job Description duties are to be "carved-out" of the current CD Job Description. The intent of this motion also includes updating and approving the current CD Job Description. Ron, Gary, Kent and Debbie in favor. Valerie and Renee opposed. Motion passes.**

**A/I: Valerie, Ron and Gary will create the job description for the new position, and present it to the Board for approval.**

**A/I: Valerie, Ron and Gary will update the existing CD job description, taking into account reduced duties that will be performed by the new employee once hired, and present the updated CD Job description to the Board for approval.**

Special BOD Meeting (Kent), tabled.

Addressal of residents questions (Kent), tabled.

**Committee Updates**, no additional reports.

**Financial Update – Treasurer (Jim Shelton)**, Jim not in attendance.

**Association Schedule – Secretary (Debbie Salerno)**, Debbie reported on upcoming events.

**Adjournment**, with no further business to discuss the meeting was adjourned at 9:40pm

APPROVED