



Vista Lakes Community Association, Inc.

**Meeting Minutes – Board of Directors Workshop
September 9, 2010 at 6:30 p.m.
VLCA Resident’s Center**

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 6:30 p.m. 4 residents in attendance discussed doggie stations around community and lake issues in Avon. Issue with owner in Warwick.

Establish quorum, Kent, Renee, Gary, Jim, Valerie and Debbie Present. Ron Absent.

Call to Order and Proof of Notice, meeting called to order at 6:50 pm

Approval of Prior Monthly Workshop Minutes (from BOD Workshop on August 12, 2010), **Motion (Jim/Valerie) to approve minutes as submitted. All in Favor.**

Community Director’s Report, Sharon submitted report prior to meeting via email and responded to questions that had been sent.

- Signage Update, signs have been installed. Caps still need to be installed, wrong size was delivered. Discussed sign on tennis court needing replacement.
- Tennis Court/Pool Light Replacement, discussion of longer life bulbs at the tennis courts.
- Pool Pump/Pool Discoloration, Sharon reported that the contracts committee has quotes. Discussion of the replacement of the pool pump.

Association Manager’s Report, Gary submitted report prior to meeting.

- Attorney enforcement action request, request to send home with above ground pool and the home with a trailer stored on site to the attorney. **Motion (Debbie/Valerie) to move forward. All in Favor.**

Financial Update – Treasurer (Jim Shelton) Jim discussed the July month end financials.

- Presentation/Discussion of Draft 2011 Budget, Jim discussed the budget proposed by the finance committee.

Committee Updates,

- Amenities, discussion of the list created by the committee for make-up maintenance and suggestions for improvements. **Motion (Jim/Valerie) to approve the list (attached) of suggestions at an amount not to exceed \$65,000. All in Favor.**
- ARC, Gary discussed requests approved and denied from the last meeting. Gary also discussed a request from Doug Chapman to serve on the committee. **Motion (Valerie/Jim) to place Doug Chapman on the ARC. Valerie, Jim, Gary and Kent in favor. Renee opposed.**
- Communications, Jim discussed the upcoming newsletter.
- Contracts, no report.
- Covenant Enforcement, Chris is reviewing documents regarding committee structure.
- Engineering, no report.
- Events, movie in the park coming up. Garage sale 10/16 and fall festival 10/30.

Motion (Jim/Valerie) to approve the event committee charter as amended. All in Favor.

Discussion of staffing for events.

- Finance, Jim reported on the budget earlier in the meeting.

Old Business to be discussed

- Make-up maintenance and improvements, approved earlier in the meeting.
- Special Board Meeting, Kent discussed setting up the meeting next Wednesday.
- Doggie Pot Station Locations, installations on-going.

New Business

- Senior Supervisor Position, Kent discussed his thinking for this position. **Motion (Kent/Jim) to allow Kelly to work additional hours as a part time employee and to have a roving pool staff member to cover the pool area. All in Favor.**
- Pool Area Rules and Regulations Pavilion Rental Agreements, Val discussed the rental agreement form being used by pool staff. **Motion (Valerie/Renee) to change wording on rental agreement to 25 guests on the pool agreement and 50 guests on park agreement. Valerie, Renee, Kent in favor. Jim and Gary opposed. Motion passes.**

A/I Sharon to check with Fire Marshall on capacity issues and update forms.

- Employee Appreciation, **Motion (Kent/Jim) to allow an additional \$1,000 to Sharon for employee appreciation, not to be given in cash. All in Favor.**
- Upcoming Events Support, Jim will have the finance committee consider options for the Board.
- Upcoming "Meet the Candidates Night", **Motion (Kent/Valerie) for Jim to set up a meet the candidate night. All in Favor.**
- Windsor Park Request, Kent discussed a request from a resident for park equipment near the Windsor entrance and inside the Warwick area.

A/I Sharon to look into options for both areas.

- Board & VLCA Codes of Conduct, Kent will send this information out via email for discussion at later meeting.

Adjournment, with no further business to be discussed Motion (Valerie/Gary) to adjourn at 10:25 pm. All in Favor.