**CANYON LAKE FOREST POA – February 17, 2024**

**MEETING MINUTES**

**Board Members in Attendance**- President Monica Orms, Vice-President Alva Franco; Treasurer Melissa White, Secretary Pam Rabke, Pool Director Debbie Hardy. (Quorum established).

**Members Attending**: 9 signed in (not including Board members). Meeting was called to order by President Monica Orms at 7:00pm.

**October 15, 2023 Meeting Minutes** presented for review by Pam- no corrections noted. Pam made motion to approve as presented, second by Monica. Minutes approved.

**OFFICER/DIRECTOR/COMMITTEE CHAIR REPORTS:**

**POOL:**  Debbie noted that the Polar Plunge was held in December. 13 people attended and she posted photos on website. She also purchased a battery-operated weed eater and leaf blower that was approved at October meeting. She will use these around the pool area when needed.

If weather permits, she wants to open the pool area March 11-16 which is Spring Break. She also noted that the trim on pool building needs to be wood-filled and painted. She hopes to accomplish that in March. She wants to open for the season when it warms up.

**BUILDING & COMPLIANCE (Architectural Control Committee)**

Monica announced that Erin Lynch, who moved from Building & Compliance to ACC in October 2023, has resigned from the ACC. The position on the ACC is open and posted on the website. As a reminder this position is not a formal or voting Board position. It is handles violations, reviews all permit requests, makes recommendations to the Board. No one with familial relationship to a Board member is allowed to serve in this position.

Monica presented the following properties that are before the ACC:

* 1442 Bonnyview: new construction; plans provided; septic permit received; fees received
* 1454 Bonnyview: new construction; plans provided; septic permit received; fees received
* 2359 Westview: new construction; plans provided; septic permit received; fees received
* 3188 Rustler: replat of lot behind her house; no fee required
* 1465 Hillcrest Forest: replat with a new building request: building specs provided; fees received

Monica moved that all the above be approved, Melissa seconded. All are approved.

**TREASURER:** Melissa noted that as of the end of December our bank accounts totaled about $116K. We recently made an $8K deposit towards the Tennis/Pickleball court renovation project, and when remaining cost of that project is paid we should have about $100K in reserves. Since the October meeting she was able to collect $5K in dues leaving Account Receivables at $23K. Of this amount, $17K is aged 2 years or less, leaving $6K at 3 to 4 years.

Expenses are up primarily due to pool renovation/repair. And she noted that the increase in general liability insurance is up because of a timing issue. The increase there will go towards 2024’s insurance. It was also noted that we are down $10,100 in permits and fees which is a significant decrease in income.

**CLUBHOUSE REPORT**: Alva is filling in until a new Clubhouse director is found. She reported new rentals include a group using the clubhouse on Wednesday nights from Jan. 24 through March 3. There is another rental in March and one in June.

The Clubhouse position is still open and is posted on the website.

**NEW BUSINESS:**

1. **Standing clubhouse reservations:** Monica reported that over the past 10-15 years it has been normal for various exercise groups to reserve the clubhouse for No Charge/Open to Member exercise classes. Currently there is a Yoga group that has been using the clubhouse for evening yoga on Thursday nights. The insurance company has ok’d this so long as a contract is signed and all attending sign “Hold Harmless Agreements”. Monica has these documents and the Board is reviewing them. The issue up for discussion is how to handle conflicts between standing reservations and new requests for the same night. Do we ever allow for standing reservations to be bumped? Currently, exceptions will always be allowed for POA meetings.

After discussion, it was generally agreed that bumping of a standing reservation should only be allowed in certain circumstances. The Board should retain the right to bump a standing reservation for National Night Out and local/county government related meetings with relevance to most of our members. The group with the standing reservation will be notified 2 weeks in advance if this occurs. If someone requests the clubhouse on a standing reserved night, the Board will provide contact information of the group that holds the standing reservation and suggest negotiation, but the Board will not get involved. The Board would also like to make a change that the $250 reservation fee be paid annually with no refund of half of the deposit since it is an ongoing reservation. Whoever signs the agreement is responsible for getting every attendee to sign “Hold Harmless Agreement”, remove all trash after each meeting, keep bathrooms cleaned, and maintain access of clubhouse key. Loss of key will result in rekey fee.

1. **Spring Clean Up**: Monica will put up dates for clean up on the website to see when volunteers might be available. Possible dates are March 9th, 16th, or 23rd.

1. **Pool Leak:** Member noted that the pool has a slow leak in underground pipe where garden hose connects to pool filler.
2. **Signs**:New signs with new pool rules ($100 to $150 each) need to be purchased**.**

**OLD BUSINESS:**

1. **Pickleball Court**: $8K deposit made and work has started. May be done by next week.
2. **Fall Work Day**: Debbie reported that the trim on the pool buildings were sanded and ready to be wood-filled, primed and painted.
3. **Holiday Party**: Melissa White was in charge of the holiday party. Total cost was $941, under the $1K budget. All concurred it was a fun event. She hopes to do it again this year with more events for children.

**MEMBER FORUM:**

Additional fire hydrants- Monica requested a volunteer to follow up on the fire hydrants.

Trees: New owner asked about tree cutting policy. Only oak trees require permits from the Board (ACC??)

**ADJOURNED:**  Monica adjourned the meeting at 8:00pm.