

RIOS BUENA VISTA HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS OPEN SESSION MINUTES

October 16, 2010

9:00am

Golf Course Club House
Needles, CA

- A. **Establishment of quorum:** It was determined that a quorum of the Board was present. Alan Baker, Mark Bantle and Dave Morse were present. Management was represented by Judith Stalder.
- B. **Call Meeting to Order:** The meeting was called to order at 9:02am.
- C. **Report of Executive Session:** It was announced that there will be an Executive Session immediately following the open meeting to discuss a possible legal matter and to negotiate a contract.
- D. **Homeowner open comments:** A homeowner open comment session was held. Various homeowner concerns were noted by management for possible action at a future meeting.
- E. **Board Education:** The Board reviewed information concerning the following issues affecting the HOA.
 - 1. Using licensed contractors
 - 2. Policy documents
 - 3. How policies are approved
 - 4. Reserve studies
 - 5. Annual disclosure requirements
 - 6. Agendas
 - 7. Insurance minimum requirements
- F. **Committee Reports:** There was a discussion about the committees that are currently functioning and what the Board sees as needed committees. The Board asked that this come back to the next meeting for appointments.
- G. **Administrative Issues:**
 - 1. **Approval of Minutes:** No minutes were presented for approval.
 - 2. **Homes in Escrow:** There was a discussion about this. This information is unknown at this time.
 - 3. **Walk through Reports:** There was a discussion about walk throughs.
- H. **Financial Issues:**
 - 1. **Review of Bank Statements:** The Board reviewed all financial reports received from D&R Management without comment.
 - 2. **Homeowner list:** The Board reviewed the current list of homeowners. They asked that management please provide them with lot numbers in the reports going forward.
 - 3. **Aging Report:** The Board reviewed the current aging report without comment.
 - 4. **Collection issues:** There was a discussion about the need to make certain that all accounts are current before beginning any collection procedures. The Board was provided with a copy of the

Assessment Recovery contract for MVA.

5. **Reserve Study:** There was a discussion about the need for a reserve study.
6. **Budget:** Upon a motion made and seconded the Board approved the operating budget for 2011 as presented.
7. **Insurance:** Upon a motion made and seconded the Board approved the bid from Farmer Insurance to provide insurance for Rio Buena Vista HOA for 2011.

I. Correspondence: There was a discussion about how management handles correspondence and bills. The Board directed that two (2) Board members must approve bills every two weeks.

J. Architectural Processing: There was a brief discussion about the current ARC Guidelines.

K. Landscape Issues:

1. **Landscape vendor:** D&E terminated the current vendor. There was a discussion about bringing in a handyman to take care of landscape needs. Management will research that issue.
2. **Rock:** There was a brief discussion about this matter. No action was taken.
3. **Emergency exit at pool:** There was a discussion about this matter. Management will look into state law concerning this issue.

L. Property Maintenance Issues:

1. **Termite Inspection:** There was a brief discussion about termite inspections on the homes at Rio Buena Vista HOA.
2. **Slurry sealing:** There was a brief discussion about when the streets were last slurry sealed at Rio Buena Vista HOA.
3. **Pool Issues:**
 - a. **Virginia Graeme Baker Act:** Have you completed the paperwork for this federal and state law?
 - b. **Pool Maintenance:** Please tell me about any concerns that you have.
4. **Sewer Issue:** There was a discussion about the sewer issue at Rio Buena Vista. Management will coordinate a meeting with a sewer expert.

M. Old Business:

1. **C&D Construction:** There was a discussion about this construction company that started the pool gate and failed to complete the job. The Board asked that a small claims case be brought in this matter.

N. New Business:

1. **Policy Documents:** The following policy documents were presented to the Board for action. State mandated policies are denoted by the * before the policy name.
 - a. ***ADR/IDR:** Upon a motion made and seconded this policy was approved for review by the membership for 30 days as presented.

- b. ***Lien Rights: Upon a motion made and seconded this policy was approved for review by the membership for 30 days as presented.**
 - c. ***Elections: Upon a motion made and seconded election policy #2 was approved for review by the membership for 30 days as presented.**
 - d. **Rules and Regulations:** There was a brief discussion about the need for Rules and Regulations.
 - e. **Rules Violation Enforcement: Upon a motion made and seconded this policy was approved for review by the membership for 30 days as presented with changes.**
2. **Management Contract: Upon a motion made and seconded the management contract with MVA was approved as negotiated.**
- O. Date of Next Meeting:** The next Board meeting was set for January 15, 2011 at 9am at the Golf Course.
- P. Recess to Executive Session:** The Board recessed to Executive Session at 12:30 by unanimous consent.