

# MEETING MINUTES

## HOA Community Center Committee

Tuesday July 12<sup>th</sup>, 2022 4 pm | Meeting called to order by Meg Fair- CC Committee Chairperson

### In Attendance

**Community Center Committee:** Meg Fair, Allen Bone, Lynn McNamer, Monty Schmidt, Ralph Brownell

**Staff:** Nori Pearce, Karen Swan

**Board Members Preserve:**

**Board Members Mission Bay:** Pete Ridgeway

**Mission Bay & Preserve Homeowners:** Ann Aldrich

### July 12<sup>th</sup>, 2022 Meeting

The meeting was called to order by Community Center Committee President Meg Fair. This was an open meeting held virtually and via Zoom. No attendees via Zoom.

### Approval of Minutes

Meg Fair asked for approval of the Tuesday, June 11<sup>th</sup> meeting of the Community Center Committee minutes. Alan Bone moved the minutes be approved. Motion seconded. Minutes were approved. Meg asked for approval of the June 7<sup>th</sup> working meeting minutes. With the change of Manager from Melanie Brooks to Nori Pearce, and correction that the Boys & Girls Club does not resell the items donated to them by the Mission Bay garage sale, the minutes were approved as corrected.

### Manager's Report – Community Center

**Manager's Report** – We are going to add a button for Community Center on the home page so that people can quickly access Community Center information. Nori mentioned that some are having trouble with card keys to the back door from the pool area. She will be in touch with the Security company. Please have those having difficulty bring their card key to the office. The facilities are being used constantly.

**Financial Report** - Karen presented the balance sheet and P & L statement. The current amount owed on the Community Center is \$318,570.57. Current interest rate is 5.05 and was shopped for the best rate before consolidating the loan. She reminded everyone that the funds for the Community Center are currently comingled with Mission Bay funds. The Community Center currently has carryover operating funds for 2022 of \$29,308.00 which can be used for unanticipated expenses. Income is on track. Expenses are a little higher than budgeted, mostly due to staff expenses which should even out as year progresses. Maintenance expenses will be more for the next couple of months as we finish out summer when the most repairs are made and the most use of the building occurs. The committee was reminded that every time a mailing goes out to the community there is a major expense that have not been budgeted. By-laws mandate mailings for certain meetings and events. This should be looked at during the next budget process, especially making the associations responsible for their own mailings. The CC&R mailing this fall will be a large expense.

### Committee Updates – Community Center

**Social Committee** – Allen gave an update on the committee 4<sup>th</sup> of July went very well. It was not a sell-out. The office did receive several phone calls after the event to make sure people had their correct email

address on the communication list, because they had missed the event. The next event will be the end of summer dance on August 26<sup>th</sup>.

### **Building –**

- The vines on the pickleball court need trimmed back to the top of the concrete and off the walkway on the outside. Meg will visit with Joslyn at Alpine to see if it can be worked in with the current budget.
- The emergency exit gate from the pool is in need of repairs. The post needs replaced and some of the boards need replaced. The latch is not secure from the outside. The alarm has fallen off. The necessity of repairs and possible solutions were discussed. The gate should not be used for regular access. Nori will contact the Guys for the Job to see if they will get us a bid to repair. Doors need to be checked that they are locked at night with whoever closes up.
- The concrete step into the tennis court is deteriorating. Jerry Whalen was the contractor for this. Nori was asked to call him to see if this covered under the work he did and if not how much it may cost to repair.
- The lighting for the flag pole needs conduit under the cement poured for the gate to the pickleball courts. There are a couple of methods to complete this. Meg will get the name of an electrical contractor to Nori to see if they are interested in this project. Methods of completing the wiring were discussed. The group thanked Dave Coffman for his care on the flag raising and lowering while we are getting this fixed. Rod Fair is willing to help with this project. Meg would like to see this project complete by the next meeting.
- The defibrillator has arrived. It will be placed in the cabinet and the old one removed. Nori will check to see if the emergency phone is working.
- The side gate to the pickleball courts will remain closed for the season. Access to the courts is through the main community center door. There was discussion about forming a pickleball committee or task force to help with scheduling and to help people become familiar with pickleball and groups and lessons. It would be nice to have a way to schedule court use on the website. Ralph will visit with a few people to see if they are interested in helping.
- The doors out the meeting room are not to be used for pool access or for access to the community center from the pool. Nori will ask the group closing the pool to doublecheck these doors when they close the pool.

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### **Old Business – Community Center**

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For Article 10, CC& Rs, the survey for the entry area has been completed. It was delivered to Karst Surveying on June 22<sup>nd</sup>. The fees for the city are being paid. Once the diligence is completed on the survey, it will be taken to the attorney so that the CCR can be written and placed in the CC&Rs for both associations. The preliminary writing for Article 10 has been written and shared with the Mission Bay board. Awaiting comments and edits. Pete Ridgeway expressed that this document be shared with the Mission Bay CC& R committee. When comments from Mission Bay are received the wording can be finalized and incorporated into both HOA's documents.

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### **New Business – Community Center**

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Since the board elections are completed, officers for the upcoming year were discussed. Currently this committee has a President and Vice President. They do not have a Treasurer or Secretary. Meg would like to see a Treasurer appointed to help Karen with budget and reports. A secretary does not seem to be as much of a necessity. The direction for this committee comes from the original CC&Rs. After

considerable discussion, Pete moved that the President and the Vice President remain the same – Meg, Chair, Ralph, Vice Chair, Monty Schmidt serve as Treasurer. Motion seconded. Elections passed.

No other business was brought up before the committee at this time.

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### Next Meeting

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Next meeting will be August 9<sup>th</sup> at 4:00 pm in the Community Center Meeting Room

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### Adjourn

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Meg Fair adjourned the meeting.

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### Steps for Follow-Up

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Vine trimming – Jocelyn Alpine Landscape  
Contact Jerry Whalen about step into tennis court  
Get estimate on gate repair from Guys for the Job  
Have Guys for the Job doublecheck doors when closing up  
Flag pole lighting  
Check emergency phone at pool