

MEETING MINUTES

Mission Bay Preserve Board of Directors

September 13th, 2021 10:00 am | Virtual Meeting called to order by Meg Fair- Board President

In Attendance

Preserve Board Members: Meg Fair – President, Mark Gelernter, Greg McCormick, Rod McCrae, Lynn McNamer, Don Wallace

Mission Preserve Homeowners: Anais Starr, Sue McCormick

September 13th, 2021 Meeting

The meeting was called to order by Mission Bay Preserve Board of Directors President, Meg Fair. Meg added discussion of Board Reports and Task force to the agenda, under Old Business, for this meeting.

Approval of Minutes

Lynn McNamer made a motion for the approval of the August 2021 Board of Directors meeting minutes and Rod McCrae seconded the motion. All were in favor and the motion passed for the approval.

New Business Reports – Preserve

Update on Joint Ownership Documents – Melanie Brooks reported that the documents in the works, having had discussions with Clint Fischer and Dennis Duty. The documents will include both the Community Center property and the property currently owned by the Preserve at the front of the community, including the sign area. Clint is studying/researching the deed and mortgage currently to come up with the recommendation as to how the documents will look under joint ownership.

Preserve Farming Program – Melanie shared apologies from the farmer, Mike Lien, for the delays due to equipment breakage this summer. He is planning to mow down standing weeds, plant winter wheat, and spray weeds next spring. Meg shared that the farmer has a verbal contract at this point, due to the uncertainty of water supply over time. This has been remedied and this lease possibility will be a future discussion.

Preserve Farm Glyphosate Task Force – Anais Starr reported that they will have their first meeting at 1:00 this afternoon. She said this has been a learning experience – in managing communications with transparency and will make reports/communicate with the Board as they move along. Meg said the Board will be developing policies and procedures for task forces in the future. Anais said they will be meeting with Rod McCrae, board member prior to visiting with the farmer. They will be addressing the concerns of safety (fire and health), aesthetics and finances as their task force works on this project. Don Wallace suggested defining the scope for this task force prior to going forward.

Preserve Beach/Boathouse Task Force – Mark Gelernter shared the layout and scope of this task force. There is increasing demand for beach facilities and watercraft storage within the Preserve Community. This task force will research options for supporting this new demand, costs and how they would like to develop this area over time. They are planning to do a survey of the Preserve residents to determine interest in expanding, limiting, and/or improving this area. There was discussion among the group as to current use and storage, and determining who has current boats in the boathouse.

Treasurer's Report – Preserve

Treasurer's Report - Don Wallace, Board of Directors Treasurer, is in the process of researching best practices for HOA financial management and is collecting materials – his plan is come up with a list of standard operating procedures for HOA organizations. He will present his findings to the Board and will determine how

best to apply this to the Preserve HOA. He is also studying background of current Preserve HOA practices, getting up to speed – this is important for Directors insurance requirements as well as for the Preserve community.

Standing Committee Updates – Preserve

Design Review Committee – Mark Gelernter shared that there are many projects underway – 3 projects currently under construction and two others that have been approved by the Design Review Committee but no current activity. Stolper and Gunlock have made proposal but not started. Greg McCormick, committee member, shared updates on individual projects. Some preliminary plans have been submitted and have not as yet gone forward.

Social Committee – Mark reported that the Social Committee is considering whether Oktoberfest is possible, and determining catering commitment and sign- up going forward for the December Christmas Luncheon, currently planned for Wednesday, December 15th.

New Business –

Joint Board/Community Center Committee – Meg gave an apology for the short notice in cancelling the Community Center Meeting scheduled for this week. This was at the request of the Mission Bay Board of Directors. The next meeting of the Community Center Committee is scheduled for September 30th at 10:00 am. Regularly scheduled meetings have not yet been addressed.

Operational Procedures for Preserve Board – Meg would like to work on this. There is a need for operational procedures/process and she would like to discuss this at the next meeting. There was discussion on this within the group. Policies/procedures for various governing committees, task forces and staff have been discussed at different times and clarification is needed for the future. Lynn suggested each task force scope and procedure be addressed individually.

Budget Planning 2022 – Melanie shared that the letters to vendors requesting bids for 2022 will go out this week and are due back by Friday, October 15th. She is anticipating a slight increase in cost of services in 2022, due to increasing labor costs. She requested that if any of the Board would like to see changes in landscaping management for 2022 that they contact her, so that these changes may be incorporated in the bids. Draft budgets developed by Karen Swan, staff accountant, and Melanie, will be presented to the treasurer and then the Board for discussion and approval at the next meeting. Mark recommended inclusion of bridge repair and consideration for beach facilities for 2022.

Governance Power of the CC Committee -The group discussed taking a look at the development of the budget with the new Community Center Committee (as a financial committee) and then take budget recommendations to the two Boards at large. The committee will plan to meet in executive session to outline the decision-making power of this committee as regards the Community Center.

A closed Community Center Committee financial meeting for the purpose of planning the 2022 CC Budget will be held on Wednesday, November 3rd, at 10:00 am.

Resident Contributions - Questions or Comments

Sue McCormick thanked the Board for the transparency and open meeting format for Preserve Board meetings.

Next Meeting

The next Mission Bay Preserve Board of Directors meeting will be held via Zoom on Monday, November 8th, at 10:00 am.

Adjourn

Meg Fair adjourned the meeting at 11:12 am. She reminded everyone to suggest/add agenda items at least one week prior to the next meeting date.

Steps for Follow-Up

Melanie

1. Complete 2022 Preserve Draft Operating budget with Karen Swan.
2. Prepare all received bids for 2022 Preserve budget.
3. Continue to follow up with Clint Fischer in preparation of the Joint Ownership documentation.