

SOUTH BAY COMMUNITY ASSOCIATION

ANNUAL GENERAL MEETING OF MEMBERS

Saturday, July 15, 2023

1 PM at the Bay Club

DRAFT MINUTES

1. Call to Order

President Skinner called the meeting to order a 1:01 PM

2. Determination of Quorum

A quorum was declared by Secretary Peggy Thuotte with more than 263 members present in-person or by proxy. SBCA Board members present were Skinner, Edwards, Spagle, Jurca, Cacho, and Thuotte. The General Manager (Torres) was also present.

3. Meeting Protocol

The President explained the agenda and explained the process of facilitating member questions.

4. President's Remarks

President Skinner recognized and thanked GM Mark Torres for his many skills and abilities from understanding HOA management to cooking for events. Skinner then introduced the Board members. Skinner noted the accomplishments achieved this past year.

- a. The elimination of member assessment delinquencies.
- b. Increase in activities and events at the club.
- c. Roof replacement project started.
- d. The Member's Lounge expanding to three days and the purchase of a private label wine.
- e. Backyard enhancement town hall.

5. Financial Reports: Presented Power Point slides.

- a. GM Torres reported on variances for the fiscal year ending 6/30/2023. Then GM Torres reported on changes between the 2022-2023 and 2023-2024 Operating Budgets. The net operating expenses for 2023/2024 fiscal year are expected to increase by approximately 9% over last year. However, the increase to the 2023-2024 Member Annual Assessment rate has been reduced to only a 6% change over last year.
- b. Reserve 2023-2024. GM Torres reviewed the planned reserve expenditures, SBCA's reserve funding plan and explained best practices for HOA's.
- c. Treasurer Summary
Spagle reported on year-end cash balances in all SBCA accounts that included Operations Funds, Reserve Funds, Capital

Improvement Funds and Rainy-Day Fund. Spagle then summarized the financial position and outlook for the SBCA.

6. Introduction of Board Candidates

a. Skinner introduced the three candidate, John Cacho, Adina Rivers, and Mark

Schwendener. President Skinner invited nominations from the floor. There were

none.

b. Voting initiatives were reviewed, members voted. Ballots were collected.

7. Membership Voting Issues (review)All members of SBCA

a. Approval of July 2022 Annual Meeting Minutes

b. 2023-2024 Budget Ratification

c. Whether to waiver Audit for 2023-2024 fiscal year

d. Election of Directors

8. Introduction & Recognition: Committees, Volunteers, Staff

All members of SBCA Committees were listed, recognized, and thanked for their service to

the Association by President Skinner.

All members of the current staff were recognized and thanked for their service to the

Association. Special recognition was given to Marie Brown (17 years of service) and

Melinie Perry (19 years of service).

9. Member Comments

Member asked a question about the reserve study.

Member asked a question about how many bids were received for the roof repair.

Question was asked about when the HVAC loan would be paid off.

10. Adjourn

Motion to adjourn was made and seconded at 2:32 pm.

11. Election Results will be posted to SBCA website and sent via e-Blast on July 17, 2023, or as

soon thereafter as practicable.

52% of the membership participated by voting in person, absentee ballot, or by proxy.

Members voting in person: 27 | Members voting by Proxy: 44 | Members voting by Absentee Ballot: 243. Total Members present and voting: 314.

Ballot items

Ballot Item 1: Should the minutes of the 2022 Annual Meeting be approved?

YES 280

NO 3

RESULT: Minutes Approved.

Ballot Item 2: Should the 2023/24 Operating and Reserve Budget adopted by the SBCA Board be rejected? YES 58 NO 223 **RESULT: Budget Ratified.**

Ballot Item 3: Should an audit of the financial statements of SBCA for the 2022/23 fiscal year by an independent certified public accountant be waived?

YES 233 NO 51

RESULT: Audit Waived.

Election of Directors

John Cacho 252 votes **ELECTED.**

Adina Rivers 256 votes **ELECTED.**

Mark Schwendener 255 votes **ELECTED.**

Write-In Candidates: N/A

Directly following the meeting, the carryover and newly elected Directors met at the Bay club in person and selected the following Board members to serve as Officers of SBCA:

- Nomination for **Christine Spagle as President** carried unanimously.
- Nomination for **Randy Edwards as Vice-President** carried unanimously.
- Nomination for **John Cacho as Treasurer** carried unanimously.
- Nomination for **Adina Rivers as Secretary** carried unanimously.