

**OCEANSIDE COMMUNITY  
ASSOCIATION BOARD OF DIRECTORS  
MEETING MINUTES  
CLUBHOUSE AUDITORIUM  
WED., MAR. 30, 2022, 9:30 A.M.**

**I. CALL TO ORDER**

- A. 9:30 a.m. call to order by President Kelly Byrne
- B. Pledge of Allegiance, led by Secretary Anita Romaine
- C. Video disclaimer by Secretary Romaine
- D. Roll Call by Secretary Romaine

**\*Before we adopt the agenda as presented, some changes are necessary. Wade Messer has a presentation under the Strategic Planning Committee. The Code of Conduct is submitted for review.**

**II. MOTION TO ADOPT AGENDA AS PUBLISHED OR AMENDED**

1. Upon a motion made and seconded:
2. **RESOLVED:** To approve the General Session Agenda of March 30, 2022, as amended with the two changes listed above. The motion passed unanimously.

**III. HOMEOWNER COMMENTS (3-minute limit)**

1. Homeowners spoke in disagreement with the idea to change the lock of the Billiards room back to a key; a request was made to streamline and reduce the length of these meetings.

**IV. APPROVAL OF GENERAL SESSION MINUTES**

1. The Board is being asked to approve the minutes of the Feb. 23, 2022 General Session Meeting- A correction was needed in the spelling of YouTube. Minutes going forward will be identified as "draft" minutes until approved. The last two motions in these minutes do not state who abstained. That information will be obtained. Item #8, abstention was Anita Romaine.
2. **MOTION:** it was moved and seconded to approve the Feb. 23, 2022 minutes as amended. Approved: Unanimously

**V. EMERALD ISLE GOLF CLUB UPDATE**

A written report had been submitted by Holly Kennedy and was read. The golf course will be closed April 26 & 27 for spring maintenance. A tree maintenance project will take place over the next three weeks. They will host the Junior Varsity Invitational on April 25<sup>th</sup>. On May 6<sup>th</sup> they will host the Oceanside Sea Lions fundraiser benefiting Rady's Children Hospital.

**VI. PRESIDENT'S REPORT**

President Kelly Byrne provided a short update including the fact that an organizational meeting had taken place during which officers were elected and liaisons were appointed to all committees. This list of liaisons and Executive Subcommittee members will be included with these minutes. A third ad Hoc committee is being formed for Improvements to the Nomination Process and the liaisons will be Karen Bishop and Sandy Riser. In addition, President Byrne announced that this year rather than a monthly President's Message in Highlights, that task will be shared by all members of the Board. Finally, Pres. Byrne mentioned that a series of thefts have taken place in the community. Please be careful not to prop open doors in the Clubhouse and Share & Wear areas. An expensive golf cart charger was stolen, etc.

**MOTION:** To accept the President's Report with no action necessary.

## **VII. SECRETARY'S REPORT**

The Executive Monthly Session Meeting was held on Feb. 23, 2022, following the General Session. Topics of discussion included delinquency and collection cases. Unpaid fines were reported on.

MOTION: To acknowledge and accept the Secretary's report as presented.

## **VIII. TREASURER'S REPORT**

### **A. Financial Report**

Board Members were provided with Feb. 2022 financial statements and necessary supporting documents in accordance with Civil Code 5500. The Chairperson and the Board Treasurer have had an opportunity to review the financial packet and provide feedback. There are no new liens or foreclosures. The 2021 Audit is in process with our CPA and will be ready soon. Interviews are taking place for a part-time accounting manager. With the change in landscaping vendors we will see a savings of approximately \$50,000. We are entering mediation with Oceanside Land Company to recoup four years of infrastructure replacement costs.

MOTION: To acknowledge and accept the finance reports as presented. Passed unanimously.

### **B. Delinquency & Collections Status Report**

The Delinquency Status Report for Feb. 2021 shows delinquencies totaling \$32,740.

MOTION: To acknowledge and accept the report as presented noting no further action needed at this time.

### **C. Fine Report**

A listing of the unpaid fines that have been approved and applied to various member accounts is included with the monthly financials.

MOTION: To acknowledge and accept the report as presented noting no action needed.

## **IX. EXECUTIVE SUB-COMMITTEE REPORTS**

### **A. Activities Executive Sub-Committee:**

The Activities Committee met on Mar. 1, 2022. The minutes included a Share & Wear financial report, upcoming March & April events were announced.

MOTION: Moved & seconded to accept the Activities Cte. Minutes of Mar. 1, 2022.

Unanimous

### **B. Architecture Executive Sub-Committee:**

The Committee minutes of March 8<sup>th</sup>, as well as the Executive Sub-Committee minutes are included in this packet. Two homeowners will be approved as new members; Joyce Dirnberger and Chuck Daly, as soon as their paperwork is turned into the Office.

MOTION: Motion was tabled due to wrong names for new members.

### **C. Landscape Committee**

1. The Landscape Committee met on Mar. 11<sup>th</sup> and those minutes are included in this packet.

2. Another item discussed was the Friendship Garden and the cost to return it to its previous state. Current bids to just clean up what is currently there range from \$3,900 to \$4,600. This was tabled last month, and further research was to be done. The Landscape Cte had previously approved \$3,500 to this project. It is possible any additional funds will need to come from Reserves. It is yet to be determined if this is returned to a "Friendship Garden," or if some other purpose for this area is determined with further research. It was moved and seconded to accept the \$3500 from the Landscape Cte and \$1100 from Reserves on the clean-up of the Friendship Garden. This motion passed unanimously.

3. Because there was no Executive Subcommittee meeting, three proposals need to come before the Board: U-8 #20 for \$80, U-12 #98 for \$298 and U-7 #1 for \$205 per pages 2 and 3 of the Landscape Minutes. A motion was made and seconded that these 3 proposals be approved. This motion passed unanimously.

**X. COMMITTEE REPORTS (Non-Board Executive Sub-Committee)**

- A. **Strategic Planning Committee** did not meet in March. Wade Messer gave a presentation on projects within this committee: The Cox cable contract is being evaluated, the various modes of communication used within our community, a 2-day strategic planning session with the BOD, a summary of the results of the focus groups Wade had held. A motion was made and seconded that a 2-day strategic planning session take place between the BOD and Wade Messer. Motion passed unanimously.
- B. **The Safety Committee** met on March 3<sup>rd</sup>. The newly submitted Safety Charter was reviewed. It was moved and seconded that the Safety Charter be tabled. This motion passed with 6 yes and 1 abstention (Kelly Byrne).
- C. **OSERT**  
The OSERT Committee is currently on hiatus.
- D. **OCA-TV**  
OCA-TV did not meet in March, but committee members have indeed been working, as they have recorded the Annual meeting, the Organizational meetings, etc. for both Channel 1960 and YouTube.
- E. **Unit Advisors**  
The Unit Advisors met on March 9<sup>th</sup>. There were two resignations with regrets: Georgette Velez and Lynne Riddell. A motion was moved and seconded that these resignations be accepted. The motion passed unanimously. A discussion took place regarding the speed in which new owner information can get to Unit Advisors. That issue will be explored further at the next UA meeting.
- F. **Website**  
The Website Committee did not meet in March. Mapleston media is currently our hired webmaster.
- G. **Finance Committee**  
The Finance Committee met on Mar. 21<sup>st</sup>. Minutes from this meeting were in the Board packet. The Feb. financials were provided. There has been interest from the BOD that the Finance Cte meet in open session with the BOD a couple times per year. This will be scheduled. Going forward approximately 10-11 working days after the end of the month a draft set of financials will be sent to the Finance Cte for review. After the Finance Cte meeting, changes can be made, and a final set of financials will be included in the BOD packet.
- H. **2022 Ad Hoc Unit Improvement Committee**  
It is the Committee's understanding since this is an "ad hoc" committee and since their current work has been completed, there is no longer a need for them to meet.
- I. **Vice President Bishop** thanked the 2022 Nominating Cte for all their time and work. Ms. Bishop and Ms. Riser have been appointed to form an ad hoc Committee for the Improvement of the Nomination/Election Process.

## **XI. MANAGEMENT REPORTS**

### **General Manager's report**

General manager Scott Humberstone commented on the above average resident participation at the Annual meeting. To assist the Office with improved communication we have begun transcribing General Session minutes through the YouTube document placed on the website. He is currently looking to hire a part-time accounting manager.

A motion was made, seconded and approved unanimously that the deadline for submissions to the BOD packet be changed to the Wednesday at noon prior to the Board meeting.

A request was made that the draft Agenda go to the Board members as soon as it is available rather than at the same time as the packet. It was determined that a Google docs account be set up wherein all 7 board members can submit items for consideration. Security cameras and other deterrents to theft are being evaluated.

### **Facilities Manager's report**

The monthly maintenance report with updates since last meeting were in the Board packet. Facilities Manager Fernando Montano answered questions by directors.

MOTION: To acknowledge the updates as presented. Unanimous

## **XII. UNFINISHED BUSINESS**

- A. Solar Energy Update: Update given by Scott Humberstone. Currently there is a date of April 4<sup>th</sup> when Hes, SDG&E and OCA will next meet via Zoom. OCA will do the trenching and installation of conduit in-house. Next SDG&E will install the cable and transformer with the hope that all will be finished by May 11<sup>th</sup>. It is felt that OCA should hold on to the final payment until this project is completed and up and running.
- B. RV Storage Lot: We have not received anything in writing to date listing our options. Russ Cunningham from the Oceanside Planning Department is our contact and we are staying in touch with him. Residents currently on the Wait List for the RV lot are on hold until we get clear options from the city.
- C. Small Alcove office in clubhouse entryway: Anita discussed that this office space would be perfect for the new committee of OCA Senior Help Resources room to display the information that the committee is gathering to help those residents to reduce their monthly expenditures. Anita would want to have a computer and printer for when resident come in to sign up for a service and print out the results. Volunteers from committee will be there to help. Motion to accept the 'Clubhouse Office' to be used for OCASHR. Passed unanimously.
- D. Computer Room's Future: it is felt this item falls under the auspices of the Strategic Planning Cte. The nonworking computer equipment is scheduled to be picked up by a recycling company. It was moved and seconded that the Computer Room's future be placed on the Strategic Planning Cte's agenda. This motion passed unanimously.

## **XIII. NEW BUSINESS**

- A. **Discussion of the future use of the alcove in the Clubhouse lobby.** A motion was made and seconded that the Clubhouse lobby office be repurposed as a resource center for financial assistance information. The motion passed unanimously.
- B. **Discussion of an Ad Hoc Committee to Research Outside Financial Resources:** This group is collecting brochures and information to give to interested residents, including on OCA-TV and the

website. Volunteers are willing to sit in the Clubhouse at an appointed time to give out such information. It was moved and seconded that this ad hoc committee include Teresa Chamberlain-Spradlin, Chair; Kris McLaughlin, Janet Hale, Mary Hall, and Nancy McAdams. This is not a closed committee; more volunteers would be welcome. This motion passed unanimously.

- C. **Community Communication:** This was a second opportunity for residents to address the BOD. Issues addressed were the length of these meetings, the timeline of equalization implementation, etc. A motion was made and seconded that “Community/Homeowner Communication” be returned to early on the agenda. This motion passed unanimously.
- D. Appointment of Board Representatives to the mediation Session with OLC: Appointment was made to this mediation session to include Steve Gillis, Peggie Moore, Kelly Byrne and Tom Trompeter.
- E. The roundtable is in place so that the Board can suggest items to be included on the upcoming agenda. Items for next BOD meeting are: how to deal with “flippers,” who is a CAI member;

#### **XIV. ADJOURNMENT TO EXECUTIVE SESSION**

The Board reconvened in Executive Session following this meeting. Agenda items will include collections cases, hearing matters, legal issues, contracts and personnel updates.

The next General Session will be scheduled for Wednesday, April 27, 2022 in the Clubhouse Auditorium.

*Anita Romaine*

*April 12, 2022*

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Signed, Anita Romaine, Board Secretary

Date