

**OCEANSIDE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, AUGUST 31, 2022, 9:30 AM  
GENERAL SESSION MINUTES**

**NOTICE**

Upon due notice, the members of the Board of Directors for the Oceanside Community Association met at the Clubhouse Auditorium and through Zoom with the link sent to the community.

**ATTENDANCE:**

Directors Present:

Kelly Byrne, President (Kel)  
Karen Bishop, Vice-President (KB)  
Anita Romaine, Secretary (AR)  
Peggie Moore Treasurer (PM)  
Peter Cornog, Director (PC)  
Steve Gillis, Director (SG)  
Sandy Riser, Director (SR) Excused absence

Management: Scott Humberstone, General Manager (GM)  
Amber Effinger, Assistant General Manager (AGM)

**I. CALL TO ORDER**

- A. Board President Kelly Byrne called the meeting to order at 09:30.
- B. Pledge of Allegiance, led by Secretary Anita Romain
- C. Video disclaimer by Secretary
- D. Roll Call by Secretary. Director Sandy Riser excused.

**II. AGENDA APPROVAL**

**Resolved:** A motion was made by PM and seconded by SG that the agenda be approved as presented. Motion passed unanimously.

**III. APPROVAL OF GENERAL SESSION MINUTES**

**Resolved:** A motion was made by AR and seconded by PM that the June 29, 2022, general session minutes be approved as presented. Motion passed 5/0/1

**Resolved:** A motion was made by AR and seconded by PM that the July 8, 2022, special session minutes be approved as presented. Motion passed unanimously.

**Resolved:** A motion was made by AR and seconded by PM that the July 27, 2022, general session minutes be approved as presented. Motion passed 5/0/1

#### IV. PRESIDENT'S REPORT

Solar update was provided by Kel. Trenching to begin September 6, 2022, in the pool area. Pool bathrooms and shallow water pool will be closed for a two-week period.

#### V. SECRETARY'S REPORT

No report given

#### VI. TREASURER'S REPORT. Submitted

**Resolved:** A motion was made by KB and seconded by SG to approve all officer reports.

Motion passed unanimously.

- Budget Townhall-September 15<sup>th</sup> at 6:00 pm and September 17<sup>th</sup> at 11:00 am

#### VII. HOMEOWNERS COMMENTS

The following topics were discussed during homeowner comment section.

- Pool closure due to trenching for solar.
- Painting of units 8 and 12.
- Wade Messer's departure and expressed gratitude.

#### VIII. MANAGEMENT REPORTS

- A. General Manager report. Provided updates regarding new staff members, homeowner statements, and solar.
- B. Facilities Manager report reviewed.

#### BREAK FROM 10:43 AM TO 10:53 AM

#### X. UNFINISHED BUSINESS

- A. Update on RV storage lot. Kel provided update. STC to complete a study on RV Parking Lot. Draft letter to be sent to the city by end of next week.
- B. Strategic plan update calendar (FYI only)
- C. Adopt a spot procedure Director Peter Cornog & Peggie Moore
- D. OLC mediation update Director Steve Gillis
- E. 2023 Election update (Bishop)

**Rescinded:** A motion was made by PM and seconded by AR that the Board of Directors reserves the right to approve Election by Acclamation if, after the close of nominations on December 22, 2022, the number of qualified candidates is not more than the number of vacancies to be elected. Motion was rescinded by KB.

**Resolved:** SG and seconded by Kel, that the Board of Directors deliver the current election rules to Bradley Schuber at Kreiger Law Firm, for the purpose of him providing OCA with his draft election rules, which are expected to be compliant with OCAs governing documents and current law and will also provide in those instances where there are choices to be made and to offer alternatives. Motion passed 5/0/1

#### X. NEW BUSINESS

- A. Fobs/key cards cost. (Kelly)

**Resolved:** A motion was made by AR and seconded by SG to approve the proposal from High Tech Wireless. Motion was amended. A motion was made by SG and seconded by PM to amend the previous motion to include the detail that the motion addresses on the August 23, 2022 proposal-contract which is titled option 2 onsite brivo and has a price of

\$35,289.00, with the understanding that the number may change depending on the number of fobs OCA requires to cover all of OCAs 932 plus requests received for fobs. Motion passed unanimously.

B. Cleaning and reutilizing the computer room (Anita)

**Resolved:** A motion was made by AR and seconded by PM to take the computer room and take all of the shelving and counter space out, paint the walls and make it all clean. Clean out all the cabinets and make the room usable. Motion was amended to add: To approve in concept for budgetary planning. Motion passed unanimously.

C. General session question (Karen). Board Meeting Documents (agenda, packets, minutes) and processes.

**Resolved:** Tabled until September Board Meeting for further review with Kel, KB, AGM.

### XI. EMERALD GOLF REPORT: Kel provided updates (events, staff)

### XII. EXECUTIVE SUB COMMITTEE REPORTS

- Activities: Approved the following: Teri Battaglia as Share & Wear Assistant Manager (while Sandy Vogt is out), Art Show October 23<sup>rd</sup>, Bunco Card Group, Line Dancing startup, Choraleers group start up, name tags (larger font), Ellen Marciel as the new Chair of the Activities Committee, accepted resignations from Kathleen Pursell and Carol Rishe, allotment of \$600 for the purchase of 9 lounge chairs and the cost matched by Reserve Funds to cover the cost. .

**Resolved:** A motion was made by AR and seconded by SG to not approve the Reserve Funds for the purchase of lounge chairs unless there is a specific list of items that need to be fixed or replaced. Motion passed unanimously

- Architectural: No new members or resignations
- Landscape: No new members or resignations. Approved the following: Unit 7 #37 for the use of gravel and homeowner paid for a section of artificial turf, also approved unit 3 #41.

### XIII. COMMITTEE REPORTS

- Community Resource Committee (CRC): Approved Ron Landsel as a new member.
- Hub Communication: No new members or resignations
- Finance Committee: No new members or resignations
- Safety Committee: No new members or resignations
- SPC: No new members or resignations. Sense of direction is needed, and members needed.
- Unit Advisors: No new members or resignations
- Website: No new members or resignations. Members needed.

**Resolved:** A motion was made by Kel and seconded by AR to approve the following volunteers and resignations for Executive Sub Committees and Committees: Teri Battaglia as Share & Wear Assistant Manager (while Sandy Vogt is out), Ron Landsel as a new member of the CRC, and Ellen Marciel as the new Chair of the Activities Committee. Approved resignations from Kathleen Pursell and Carol Rishe from the Activities Committee. Motion passed 5/0/1.

**XIV. QUESTIONS FROM ATTENDEES**

**XV. ROUND TABLE TOPICS:**

- A. Homeowner ability to paint own home.
- B. Board Packets.
- C. Cox Contract follow-up.
- D. Aladdin Project (rules & regulations added to application).
- E. New Homeowner Orientation.

Meeting adjourned at 1:40 pm. Next meeting is Wednesday September 21, 2022, 0930  
Clubhouse

NO ADJOURNMENT TO EXECUTIVE SESSION.

June 20, 2023

APPROVED DATE

Anita Romaine

APPROVAL SIGNATURE

ANITA ROMAINE

PRINTED NAME