

## DRAFT

### Minutes of the 2/08/20 Regular Meeting of the Board of Directors of the Mountain Valley Association

Held at Quail Valley Water District, 24750 Sand Canyon Road, Tehachapi, CA

1. Meeting called to order at 9:00AM by Hardenbrook. Quorum met. Board members present: Randy Hardenbrook, Joan Tyer, Rita Leonard, Jean Grodewald, Patt Birley
2. Motion by Birley to accept agenda as written, Grodewald 2<sup>nd</sup>. Motion carried unopposed.
3. Public comments: Birley presented 3 donated orange shirts for road crew.
4. Motion by Grodewald to accept minutes of 1/11/20 regular meeting and 1/19/20 special meeting as written, Birley 2<sup>nd</sup>. Motion carried unopposed.
5. D&O reports: President Hardenbrook reported he was able to find and purchase two new laptops for Association use by the Secretary and Treasurer. Tyer reported there have been no phone calls in over five months and that the phone is no longer holding a charge; reminder that Bylaws still need to be certified with signatures of the President and Secretary after the word "second" is changed to "third" on the certification page and the IRS needs to be contacted re change to fiscal year. Notice created for placement on vehicles violating MVA parking rules presented. Sending certified mail to addresses known to be invalid or to multiple address for same owner is costly, a method to verify addresses needs to be implemented.

#### **Action items:**

6. Month/quarter financial reports reviewed. Motion by Leonard to approve financial report and one expenditure. Grodewald 2<sup>nd</sup>. Motion carried unopposed.
7. Insurance quote for 2020 renewal reviewed. Required amount for retention was reduced to \$2500.00. Total amount \$4775.00, includes \$379.00 for Workman's Comp which is billed separately. Motion by Leonard to authorize renewal and payment, 2<sup>nd</sup> by Birley. Motion carried unopposed.
8. Investigation into complaint from a member of harassment by another member. MVA has no authority over what occurs on private property therefore cannot take any action. Motion by Hardenbrook to compose a letter of investigation results to the member who made the complaint, Tyer 2<sup>nd</sup>. Motion carried unopposed.
9. Discussion of ongoing plans for road work. No date from Oscar's Concrete when the repair to Horseshoe will be done. Motion by Leonard to purchase 12 stop signs, 20 posts and necessary hardware. Birley 2<sup>nd</sup>. Motion carried unopposed. Signs will be placed in April or sooner. With storm damage to trees on the roads a work crew is needed for cleanup. Motion by Hardenbrook to purchase chain saw for Association use. Tyer 2<sup>nd</sup>. Motion carried unopposed. Will ask for volunteers and update list for workers' comp; Mike Tyer will be added to volunteer list. If a crew cannot be put together, a contractor will have to be hired to do the cleanup at MVA's expense, the fire danger is high. The need for a part time general maintenance person was discussed. Will post position with requirements and salary range previously approved. Hardenbrook will check on a grader within MVA budget while in Los Angeles on 2/11/20 and report back.
10. Two requests for membership list, MVA responded with alternative method of compliance adopted at January meeting.
11. List of responsibilities/duties of Officers reviewed. Tyer to update and add calendar dates on items with a deadline.
12. Future agenda items: Phone issue/answering service; updated responsibility list; discuss foreclosures
13. Birley motion to adjourn. Meeting adjourned at 10:13AM.

Next regular meeting March 14, 2020

Approved as written: Y N \_\_\_\_\_  
Joan Tyer, Secretary

The Board of Directors  
Mountain Valley Association