

**LAKE MISSION VIEJO ASSOCIATION
BOARD OF DIRECTORS MEETING
September 13, 2016**

MEETING: Upon notice duly given and received, this meeting of the Lake Mission Viejo Association Board of Directors was held at the Lake Clubhouse Building. The meeting was called to order by Dale Tarkington at 7:00 PM.

Board Members Present: Dale Tarkington, Vice President
Diane Hufstedler, Vice President
Fred Mellenbruch, Secretary
Bill Ernise, Treasurer

Staff Members Present: Kevin Frabotta, General Manager
Dave Kerr, Administrative Manager
Bryant Watilo, Operations Manager
Janice Chandler, Human Resources Manager
Jim Turner, Aquatics Manager
Kevin Iverson, Controller

Others Present B. Ollry, T. Hoadwonic, P. Coyle, M. Coyle, L. Danielson, F. Roberts, A. Christiansen, R. Simenz, F. Roberts, W. Broadhag, J. Black, C. Rochon, R. Heiman, A. Hultman, F. Fossatti, and B. Perches

Minutes: Diane Hufstedler made a motion to approve the minutes of the August 04 Special Meeting and the August 09, 2016 Board Meeting. Second, Bill Ernise. Vote Carried 4-0-0. Dale Tarkington stated that President Kevin Pennington was not able to attend tonight's meeting.

Members Forum: Members W. Broadhag, B. Ollery and F. Roberts addressed the Board

Delegates Forum: None

Special Presentations: None

Directors Report: Treasurer Bill Ernise stated that he spoke with members using the handicapped area at the last concert and that they were pleased with the new location and looked forward to future concerts using the same area. Mr. Ernise also stated that Friday, September 16th is POW and MIA Remembrance Day and asked that people pause for a moment of reflection on Friday 9/16.

Treasurer's Report:

Treasurer Bill Ernise stated that the Lake Mission Viejo Association financial statements through August 31, 2016 were available for members in print form.

The Lake Mission Viejo Association financial statement through August 31, 2016 shows:

Actual revenue	\$ 5,014,834
Gross Income	4,967,720
Actual Operating Expenses	4,739,100
Net Income	228,620
Budgeted Net Income	(200,488)
Total Investments	8,377,070
Total Operating Cash on Hand	417,968
Interest Income	31,820

- Accruals (not including payroll) equal \$22,825 for the month.
- In the last 12 months we have written off \$9,035 in bad debts.

Committee Reports:

Landscape Committee Bill Ernise stated that the Landscape Committee has delivered bid proposals to 5 different vendors in regard to the 2017 landscape contract. Mr. Ernise also stated that there would be a landscape bid conference for landscape contractors on September 23 prior to the 10/03 due date for proposals to be turned in.

Election Reform Committee Dave Kerr stated that over 1400 proxies have been returned and 23 potential delegates are seeking election to various vacant districts by collecting proxies. We have 3 quorums in districts already with several more districts close to meeting quorum requirements. Mr. Kerr also stated that 4 new delegates have been elected in sub association districts and that we now have delegates representing 53% of the membership active in delegate districts. Mr. Kerr also stated that we have received 3 Candidate Declarations for the upcoming Board elections on 10/25/2016. Membership staff member Amanda Ohearn has emailed members in districts who have not sent in proxies in order to encourage them to fill out proxies to help districts achieve quorum in the upcoming district elections.

Long Range Planning Committee Diane Hufstedler stated that we are still waiting on plans and bids for the projects from RJM Design group to move into the bid process.

Manager's Reports: General Manager, Operations Manager, Administrative Manager, Human Resources Manager and Aquatics Manager reports were presented to the Board.

Old Business: None

New Business: Nomination of 3 Election Inspectors and 1 Alternate for the 10/25/16 Annual Meeting / Elections.

Dale Tarkington stated that it was once again time to appoint 3 Election Inspectors for the annual Board elections to be held on Tuesday, October 25th. Diane Hufstedler nominated Rod Simenz. Bill Ernisse nominated Dave Kerr. Fred Mellenbruch nominated Rich Heimann and Dale Tarkington nominated Pat Coyle as Alternate Inspector. Second, Diane Hufstedler. Vote Carried 4-0-0.

2017 Annual Reserve and 2017 Operating Budget Approvals.

Fred Mellenbruch made a motion to table approval of both the Reserve and Operating Budget approvals. Second, Diane Hufstedler. Vote Carried 4-0-0.

Adjournment: There being no further business, this meeting of the Lake Mission Viejo Association was adjourned at 8:33 PM.

Attest: _____, Secretary