



Bear Valley Springs Association Board of Directors

Regular Monthly Meeting

Tuesday, June 17, 2025 at 6:00 PM

Oak Tree Country Club

Open to All
Members

Minutes

A. ANNOUNCEMENTS

1. **Call to Order – Pledge of Allegiance @ 6:00 pm**

2. **Roll Call -**

Board Members Present: President Munday, Vice-President Gadzia, Treasurer Hicks, Director Burcham, Director Burchard

Staff Members Present: General Manager, Don Ciota & Board Secretary, Anita Bauer

3. **Declaration of Intent to Tape the Meeting**

This meeting will be digitally recorded to assist in capturing the minutes. Members attending the meeting are prohibited from using any sort of recording device during the meeting. This includes audio recorders, video recorders or any type of camera (including cell phone cameras).

4. **Board Comments & Announcements**

B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE- 10 items

<u>Item #</u>	<u>Item</u>
25-186	Approval of the Agenda <ul style="list-style-type: none">June 17, 2025, Regular Meeting Agenda Motion by FH to approve the 6/17/25 regular meeting agenda. 2nd by JG Motion Approved VOTE 5-0
25-187	Approval of Minutes <ul style="list-style-type: none">May 20, 2025, Regular Meeting MinutesMarch 26 & 27, 2025, Annual Budget Meeting Minutes Motion by JG to approve the above- mentioned minutes 2nd by GM Motion Approved VOTE 3-0 (2 were not at the meeting)
25-188	Reading of the Executive Session Reports <ul style="list-style-type: none">Regular Meeting – 5-20-25Special Meeting - 5-27-25 Read into the record by Guy Munday and received and filed as reported
25-189	Appointment of Board Officers and Staff Advisors <ul style="list-style-type: none">President – Guy MundayVice President- JeffTreasurer- FredSecretary- AnitaCompliance Officer- JuneParliamentarian – Don Motion by GM to approve the Board officers and appointment and 2nd by JG Motion Approved VOTE 5-0
25-190	Approval for three Board Members (President, Vice President, and Treasurer), and Gina Silva and Don Ciota as authorized check signers for the following bank

	<p>accounts:</p> <ul style="list-style-type: none">• Community Association Bank (also known as First Citizens Bank) Operating Account xxxxx9261• Community Association Bank (also known as First Citizens Bank) Operating Account xxxxx6989• Community Association Bank (also known as First Citizens Bank) Deferred Operating Account xxxxx2690• Bank of the Sierra Account xxxxx0170 <p>Motion by GM to approve the above- mentioned check signers as noted on item # 25-190 2nd by JG Motion Approved VOTE 5-0</p>
25-191	<p>Approval for five Board Members (President, Vice-President, Treasurer and both Directors) as check signers for the following bank account:</p> <ul style="list-style-type: none">• Community Association Bank Reserve (also known as First Citizens Bank) Account xxxxx 2589 <p>Motion by FH to approve the bank check signers as noted above President, Vice President and Treasurer for the Reserve Account at First Citizens 2nd by JG Motion Approved VOTE 5-0</p>
25-192	<p>Approval for Workman’s Comp Renewal – Contract June 30, 2024- June 30, 2025 No Board Action</p>
25-193	<p>Receive and File Various Committee Reports</p> <ul style="list-style-type: none">▪ Recreation Advisory Committee- 5-7-25, 6-4-25▪ Equestrian Advisory Committee – 5-7-25 <p>Motion by GM to receive and file as reported 2nd by FH Motion Approved VOTE 5-0</p>
25-194	<p>Naming of Board Members as Liaisons to Advisory and Executive Committees</p> <ul style="list-style-type: none">▪ Equestrian Advisory Committee - Guy▪ Lake Quality Advisory Committee - Jeff▪ Finance Advisory Committee- Fred▪ Food Service Advisory Committee- Guy and Jeff▪ Golf Advisory Committee - David▪ Recreation Advisory Committee – David and Fred▪ Whistleblower Hotline - June▪ CSD Liaison Committee- Guy and Jeff▪ IDR/ADR – Guy and Jeff▪ Environmental Control Committee- David and June▪ Rules Advisory Committee – Fred Hicks <p>Motion by GM to approve the above appointments as board liaison for the above mentioned committees. 2nd by JG Motion Approved VOTE 5-0</p>
25-195	<p>Treasurer’s Report and Controller’s Report – Don reported on the financials and</p>

	the treasurer's report.
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C. GENERAL MANAGER

<u>Item #</u>	<u>Item</u>
25-196	Amenity Highlights and Challenges Don reported on the events happening around Bear Valley Springs. He shared what is going on with maintenance and upkeep to the amenities.

D. CONSENT CALENDAR – 2 items

25-197	2024 BVSA Board Operational Calendar
25-198	BVSA Follow-Up Items list
	Motion by 2 nd by

E. BOARD BUSINESS ACTION ITEMS – 3 items

<u>Item #</u>	<u>Item</u>
25-199	Discussion and Request for Approval: Annual Appointment to Finance Advisory Committee Motion by GM to approve the FAC committee 2 nd by Motion Approved VOTE 5-0
25-200	Discussion and Request for Approval: CER – OTCC Kitchen 40lb Fryer Motion by FH to approve Alternative One 40 lb fryer from J&E supply, Fryer, state tax and total 1786.13 2nd by DB Motion Approved VOTE 5-0
25-201	Discussion and Request for Approval: CER- Commercial Carpet Cleaning Machine Motion by FH to approve Alternative One 220 ESI for a total of \$2454.14 to be funded from the reserve account. 2nd by DB Motion Approved VOTE 5-0

F. MEMBER COMMENTS

In order to give you an opportunity to address the Board, and in compliance with Civil Code Section 4925 and 5000(b), we've set aside a period of time for members to provide their comments to the Board. We ask that you document your issue(s) by completing the BVSA Public Comments Form to assist us in documenting your issue. If you have not already filled out a Public Comments Form, please do so now and hand it to the Administrative Assistant, Anita Bauer. The forms are located at the entrance where you came in. When you are recognized, please come up to the lectern and use the microphone. Begin by stating your name and tract/lot number for the record and please limit your comments to five (5) minutes. If someone else has already stated the issue, but you have something else to add to it, please raise your hand to be recognized. Due to time constraints, the Chair may limit participation to once per member. Thank you for your cooperation and adherence to this Open Forum Policy.

Suzi Villestra – 3430-019 – Suzi came to advertise the Day of the Horse event on June 28, 2025 at the Equestrian Center.

G. SUMMARY OF TODAY'S FOLLOW UPS

Add Workman's Comp Renewal to Monday's Agenda

Attend BVS Day of the Horse event on June 28, 2025 at the Equestrian Center.

H. ANNOUNCE UPCOMING MEETINGS

- Regular Monthly Board Meeting, Tuesday, July 15, 2025, at 6:00 PM, Oak Tree Country Club (Closed executive session to begin at 2:00 PM)
- Special Monthly Board Meeting: Monday, June 23, 2025, at 1:00 PM, BVSA Office (Closed executive session to begin immediately following the Open Meeting)

I. NOTICES

Closed Executive Session New Board Legal Orientation Meeting to be held on July 31, 2025, at am (Executive session meetings are closed to membership).
where the Board of Directors will conduct Association business that falls within any one of the following categories:

Member Discipline
Litigation/Legal Matters
Contracts
Delinquent Assessments /ECC Matters
Personnel Matters
Compliance Officer

Closed Executive Session Board Meeting on June 17, 2025 began at 2:00 PM (prior to the open session where the Board of Directors will conduct Association business that falls within any one of the following categories:

Member Discipline
Litigation/Legal Matters
Contracts
Delinquent Assessments
Personnel Matters
Compliance Officer Report

Executive Session Board Meetings are confidential and therefore CLOSED to the membership.

J. ADJOURN REGULAR MONTHLY MEETING @ 6:36pm