



# Bear Valley Springs Association Board of Directors

## Regular Monthly Meeting

Tuesday, October 21, 2025, at 6:00 PM

OTCC Reception Area

## MINUTES

Open to All  
Members

### 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).*

### B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE

<u>Item #</u>	<u>Item</u>
26-033	<b>Approval of the Agenda</b> <ul style="list-style-type: none"><li>October 21, 2025, Regular Meeting Agenda</li></ul> <b>Motion by JG</b> to approve the 10/21/25 regular meeting minutes <b>2<sup>nd</sup> by DB</b> <b>Motion Approved VOTE 5-0</b>
26-034	<b>Approval of Minutes</b> <ul style="list-style-type: none"><li>September 16, 2025 Regular Meeting Minutes</li></ul> <b>Motion by DB</b> to approve the 9/16/25 regular meeting minutes <b>2<sup>nd</sup> by FH</b> <b>Motion Approved VOTE 5-0</b>
26-035	<b>Reading of the Executive Session Report</b> <ul style="list-style-type: none"><li>Regular Meeting – 9-16-25</li><li>Special Meeting – 9-22-25</li><li>Special Emergency Meeting – 10-2-2025</li></ul> <b>Read into the record and received and filed as reported</b>
26-036	<b>Receive and File Various Committee Reports</b> <ul style="list-style-type: none"><li>Equestrian Advisory Committee</li><li>Rules Committee</li><li>Golf Advisory Committee</li><li>Finance Advisory Committee</li></ul> <b>Motion by FH</b> to approve the above-mentioned reports, received and filed as reported. <b>2<sup>nd</sup> by DB</b> <b>Motion Approved VOTE 5-0</b>
26-037	<b>Financial Report and Controller's Report</b> – Don reported the monthly financial report to the Board of Directors, all were received and filed as reported.

### C. GENERAL MANAGER

26-038	<b>General Manager Update-</b> Don reported the amenity highlights, asphalt project and projected projects and plans for the month to come.
--------	---

### D. CONSENT CALENDAR – 6 items

26-039	2025-26 Board of Directors Board Meeting Schedule
--------	---

<b>26-040</b>	2025-26 Board of Directors Operational Calendar
<b>26-041</b>	2025-26 BVSA Follow Up Items list
<b>26-042</b>	Proposed BVSA Rule Change- Request for Approval for Posting in Bear Tracks- Article 18, Section 1802 – Amenity Special Activities Use by Individuals or Groups
<b>26-043</b>	Proposed BVSA Rule Change- Request for Approval to Adopt Article 18, Section 1800
<b>26-044</b>	Proposed BVSA Rule Change- Request for Approval to Adopt Article 20, Smoking at Association Facilities
	<b>Motion by DB</b> to approve the consent calendar. <b>2<sup>nd</sup> by JG</b> <b>Motion Approved VOTE 5-0</b>

**E. BOARD BUSINESS ACTION ITEMS – 1 item**

<b>Item #</b>	<b><u>Item</u></b>
	Discussion and Request for Approval to Appoint Kaye Bruns to the Rules Advisory Committee <b>Motion by FH</b> to approve the appointment of Kaye Bruns to the Rules Advisory Committee <b>2<sup>nd</sup> by JG</b> <b>26-045 Motion Approved VOTE 5-0</b>

**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 Board Secretary, 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.

**Richard Bissell- 3557-362-** He is a member of the Finance Committee and he stated the financial statements are missing. There is only one audit on the website in the financial area. He has found some old and out of date items on the website. He said the website needs to be updated. Bear Tracks online for Sept. and Oct. is not there. eBuzz shows the FAC as 10:30 am and it needs to be changed. He would like to see the committee reports and the consent calendar given to the members as a packet.

**Melissa Auman- 3430-444-** She wanted to thank the Board of Directors for responding to her request and getting the items completed that she had asked for. She said it is such a great improvement and she is so pleased with it.

**Susie V. – 3430-019-** She is speaking as an officer of the Horseman's Club tonight and she wants to thank the Board for making the Club so successful this year. She shared some of the things happening with the Club and praised Bear Valley for the wonderful Equestrian Center.

**G. SUMMARY OF TODAY'S FOLLOW UPS- None**

**H. ANNOUNCE UPCOMING MEETINGS AND NOTICES**  
**MEETINGS**

- Regular Monthly Board Meeting, Tuesday, November 18, 2025, at 6:00 PM, OTCC Reception Area (Closed Executive Session prior to the Open Meeting)
- No Special Board Meetings in November and December due to the Holidays.

**NOTICES /EXECUTIVE SESSION AGENDA**

- Closed Executive Session Board Meeting on October 21, 2025, to begin 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
  - ECC Matters
  - Litigation/Legal Matters
  - Contracts
  - Delinquent Assessments
  - Personnel Matters
  - Compliance Officer Report
- An Emergency Executive Meeting was held on October 2, 2025, to discuss Association business that fell in to the allowable categories – Legal Matters and Personnel Matters.

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

**I. ADJOURN REGULAR MONTHLY MEETING @ 6:22 pm**