



**Bear Valley Springs Association Board of Directors**  
**Regular Monthly Meeting**  
 Tuesday, December 16, 2025, at 6:00 PM  
 Oak Tree Country Club  
**MINUTES**

**Open to All Members**

**A. ANNOUNCEMENTS –**

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

**2. Roll Call –**

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

Staff Members Present: Ciota , 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**

<u>Item #</u>	<u>Item</u>
26-057	<b>Approval of the Agenda</b> <ul style="list-style-type: none"> <li>▪ December 16, 2025, Regular Meeting Agenda</li> </ul> <b>Motion by FH to approve the 12/16/25 regular meeting agenda.</b> 2 <sup>nd</sup> by JG Moved item #26-071 to Board Action items <b>Motion Approved VOTE 5-0</b>
26-058	<b>Approval of Minutes</b> <ul style="list-style-type: none"> <li>▪ November 18, 2025, Regular Meeting Minutes</li> </ul> <b>Motion by JB to approve the 11/18 regular meeting minutes.</b> 2 <sup>nd</sup> by JG <b>Motion Approved VOTE 5-0</b>
26-059	<b>Reading of the Executive Session Reports</b> <ul style="list-style-type: none"> <li>▪ Regular Meeting 11-18-25</li> </ul> <b>Read into the record and received and filed as reported.</b>
26-060	<b>Receive and File Various Committee Reports</b> <ul style="list-style-type: none"> <li>▪ Golf Advisory Committee -12-2-25</li> <li>▪ Rules Advisory Committee-10-7-25</li> <li>▪ Lake Quality Advisory Committee-10-06-25</li> </ul> <b>Motion by JB to receive and file the above-mentioned committee reports</b> 2 <sup>nd</sup> by JG <b>Motion Approved VOTE 5-0</b>
26-061	<b>Financial Report</b> <b>Don reported to the BOD the financial report for the month of November. Received and filed as reported.</b>

**C. GENERAL MANAGER**

<u>Item #</u>	<u>Item</u>
26-062	<b>General Manager Report</b> <b>Don Ciota, General Manager, reported on the Association operations and amenity highlights and challenges as well as the projects being completed around the amenity properties.</b>

**D. CONSENT CALENDAR – 8 items**

<b>26-063</b>	2025-26 Board of Directors Meeting Schedule
<b>26-064</b>	2025-26 Board of Directors Operational Calendar
<b>26-065</b>	BVSA Follow-Up Items List
<b>26-066</b>	Request to Post proposed Rule Changes to BVSA Rules, Article 11, Pool Rules
<b>26-067</b>	Request to Post proposed Rule Change to Article 19, Animals Permitted in BVS
<b>26-068</b>	Request to Post proposed Rule Changes to BVSA Rules, Article 24, BV Nature Path
<b>26-069</b>	Request to Post proposed Rule Changes to BVSA Rules, Article 7, Equestrian and Hiking Trails
<b>26-070</b>	Request to Post Proposed Rule Changes to BVSA Rules, Article 2, Association Membership Meeting and Voting Rules
	<b>Motion by FH to approve the consent calendar as amended (26-071 moved to Board Action Item). 2<sup>nd</sup> by JG Motion Approved VOTE 5-0</b>

**E. BOARD BUSINESS ACTION ITEMS – 5 items**

<b>Item #</b>	<b><u>Item</u></b>
<b>26-071</b>	<b>Discussion and Request to Post Proposed Rule Change to BVSA Rules, Article 3, General Rules for Amenities and Facilities Operated by the Association.</b> FH, as the Board Liaison to the Rules Advisory Committee, gave a report on the current proposed changes to Article 3 regarding the issuing of Amenity Use Privilege cards and the staff and membership issues with this rule. The rules advisory committee has sent this proposed rule change to the BOD for discussion and requesting for approval to be posted in Bear Tracks. Jim Panek, the ECC Manager, spoke to the Board regarding the 4 cards and whether they should be tied to residents only. He also spoke on the change to the grandparents passes to resident passes and the issuance of guest passes to anyone for 6 months. He believes we will lose revenue. JG asked if that is 4 cards in addition to the children in the home. No consensus was reached on this rule change. <b>No Board Action</b>
<b>26-072</b>	Discussion and Request for Approval – Reserve CER Septic Line Replacement- Equestrian Center <b>Motion by FH</b> to approve Alternative One, K3 Plumbing in the amount of \$10,628. To excavate, remove and replace the damaged and collapsed 4 inch septic pipe that connects the apartment and clubhouse restrooms to the septic tank. <b>2<sup>nd</sup> by JB</b> <b>Motion Approved VOTE 5-0</b>
<b>26-073</b>	Discussion and Request for Approval – CER- Butch Reyburn Memorial Plaque <b>Motion by FH</b> to approve Alternative One, the purchase of an 11x16 bronze plaque from Metal Designs of New York in the amount of \$1157.87 Installation will be completed by the BVSA maintenance team. <b>2<sup>nd</sup> by DB</b> <b>Motion Approved VOTE 5-0</b>
<b>26-074</b>	Discussion and Request for Approval – Reserve CER- Golf Tire Changer- Maintenance <b>Motion by FH</b> to approve Alternative One, the purchase of a Katool 2.0 HP tire changer machine with a bead blaster and rim clamp from Amazon in the amount of \$1851.57 to be funded from the reserve account. <b>2<sup>nd</sup> by GM</b> <b>Motion Approved VOTE 5-0</b>
<b>26-075</b>	Discussion and Request for Approval for Annual Appointment of Board Advisory Committees. Golf, Equestrian, Recreation, Rules, Lake Quality & FSAC

<p><b>Motion by DB to appoint the Board Advisory Committees as received for the 2026 annual 2<sup>nd</sup> by JG</b> <b>Motion Approved VOTE 5-0</b></p>
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**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 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.

Nick Forster – 3557-086 attended the meeting with his son Noah for a suggestion to become a recognized club. This club is for players of the game of Chess. They have extra chess sets for other individuals. They would like to have an opportunity to harness the qualities of leadership. The Board asked several questions pertaining to their rules and space expectations.

**G. SUMMARY OF TODAY'S FOLLOW UPS**

**Add request for Recognized Chess Club to January agenda.**

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

- Regular Monthly Board Meeting, Tuesday, January 20, 2026 at 6:00 PM, Oak Tree Country Club (Closed executive session to begin at 2:00 PM prior to the Open Meeting)
- Special Monthly Board Meeting, Monday, January 26, 2026 at 1:00 PM, BVSA Conference Room (Closed executive session to begin immediately following the Open Meeting)
- BVCSD/BVSA Liaison Meeting, Thursday, February 5, 2026 at 10:00 AM, BVCSD

**NOTICES**

- Regular Executive Session Board Meeting on December 16, 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/ECC Discipline
  - Personnel Matters
  - Compliance Officer Report

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

**I. ADJOURN REGULAR MONTHLY MEETING: @ 6:54pm.**