

**REGULAR MEETING**

**MARCH 19, 2026, 6:00 PM**

St. Andrews Lounge at 1600 St. Andrews Drive, Moraga, CA

**DRAFT MINUTES**

I. CALL TO ORDER

President Lee called the meeting to order at 6:04 PM. Attendance was as follows:

BOARD MEMBERS PRESENT:

Lina Lee, President	Paul Grafft
Becky Bruno, Vice President	Edwin Lee
Tony Tarrab, Treasurer	Ralph Nefdt
Maureen Freeman, Secretary	Jeff Raleigh
Ginger Bagai	David Roth
Chris Govea	

BOARD MEMBERS ABSENT:

Roger Topp

STAFF PRESENT:

Eric Jacobsen, General Manager  
Christina French – Hokafonu, Assistant General Manager  
Teresa Belfanti, Director of Finance  
Stephanie Sena, Assistant HOA Manager

II. MINUTES APPROVAL – Regular Board Meeting

RESOLVED, to approve the minutes of the Board of Directors [Regular Meeting](#) on February 19, 2026, as presented with the Board of Directors.

Resolution 26-15 (passed unanimously)

The Board of Directors held a closed Executive Session meeting where minutes were taken on March 19, 2026. The topics discussed included delinquent member accounts, personnel matters, contract matters and legal matters.

III. OPEN FORUM – President Lee acknowledged those members in attendance and asked if anyone wished to address the Board on any items.

Member comments were provided to the Board of Directors on several topics: a proposed suggestion box; a request to review painted curb home address numbers as some are missing; and a request to trim back landscaping at the entry points of the driving range parking lot to improve visibility.

IV. FINANCIAL REPORT

A. Monthly Financial Statements

Treasurer, Tony Tarrab and Director of Finance, Teresa Belfanti confirmed monthly financial

statements were distributed and reviewed by the Board of Directors for February 2026. Clarifications were provided on the error in the January financials with corrected February and January financial statements to be in line with the 2026 Budget as presented and approved by the Board of Directors in November 2025.

Variance reports were also provided for the Operating, Capital Replacement Club, Capital Replacement HOA, Capital Development and Recreation Funds.

Payroll Analysis: Additional discussions took place on staff's payroll analysis report covering 2024 vs 2025 actual costs by department and the need to perform a deep dive into payroll, including salary staff costs, commission structures, all benefits costs, bonuses, and overhead payroll costs, for a proper analysis through 2026 and into the 2027 budget cycle.

#### B. Treasurer's Report

Treasurer, Tony Tarrab, reported the following cash balances:

Cash Balances as of 2/28/2026	
Operating Funds	\$2,409,152
Capital Replacement HOA	\$1,846,245
Capital Replacement Club	\$1,693,088
Development Fund	\$220,389
Recreation Area Fund	<u>\$3,512,493</u>
Total Funds	\$9,681,367

Delinquencies-- in the amount of \$59,780

Lien on APN 257-550-001, approved by the Board.

#### V. MANAGEMENT REPORT

General Manager, Eric Jacobsen as well as Assistant General Manager, Christina French – Hokafonu, provided highlights from the February 2026 Management Report on operations. The [report](#) includes monthly and year-to-date updates by each department.

- Membership – Year to date membership sales was two for Golf Equity Membership and eight for Swim/Tennis. There are 98 applicants on the Golf Equity waitlist and 218 applicants on the Swim/Tennis waitlist. Applicants at the top of the list had a wait of approximately four years.
- Capital Funds – Assistant General Manager, Christina French-Hokafonu updated the Board of Directors on the status of capital projects with additional discussions on the delay for the Doral Pool regarding the required electrical engineered drawings to be approved by the Contra Costa County Building Department. Further updates will be provided to the Board of Directors at future meetings.
- Staffing - Open positions by departments were provided.

#### V. COMMITTEE REPORTS

Reports and updates were provided by Committee Liaisons for each Committee. Committee minutes are available on the website under the [Board and Committees section](#). Committees that did not meet in the month of February/March include the following: Aquatics. Green committee meeting minutes to be delivered.

The board discussed a Racquet Sports Committee proposal to open participation and access in USTA team tennis activities to non-members of MCCHOA.

RESOLVED – to disallow the proposed changes in the Racquet Sports Committee Meeting Minutes to allow for non-member play in USTA Tennis Matches effective immediately.  
Resolution 26-16 (8 approved, 3 opposed - resolution passed)

VI. NEW BUSINESS

A. Environmental Stewardship Discussions

President, Lina Lee as well as General Manager, Eric Jacobsen opened discussion of the MCCHOA practices surrounding environmental awareness, impact and compliance concerning chemical applications on the golf course and in the residential community. The general manager reported on the current practices and regulatory compliance exercised by our Agronomy department and chemical applications.

The Board engaged in lengthy discussions regarding environmental stewardship initiatives for the golf course and the broader club and homeowner community. Topics included opportunities to enhance environmental responsibility such as becoming ACSP (Audubon Cooperative Sanctuary Program) certified, as well as improved targeted communication efforts for residents and members at large. Following discussions, the Board reached consensus to refer the matter to the Green Committee for further evaluation and development of recommendations for the golf course.

RESOLVED – to assign the Green Committee to review the current list of products used on campus as well as any potential replacement products to identify alternatives as well as provide a follow up report to the Board of Directors at a future meeting.  
Resolution 26-17 (8 approved, 3 opposed - resolution passed)

B. Committees

a. Approval of 2026 Committee Members

President, Lina Lee presented the proposed list of 2026 Committee Members as provided to the Board of Directors.

WHEREAS the Bylaws require Board approval of committee members,

RESOLVED - to approve the proposed 2026 Committee List for the 2026 – 2027 year, effective immediately as presented to the Board of Directors as shown in **Exhibit A.**  
Resolution 26-18 (Passed Unanimously)

b. Ad Hoc Governing Documents Committee Discussions

President, Lina Lee discussed the status of the current Ad Hoc Governing Documents Committee. Discussions included converting the committee into a standing committee, dissolving the Ad Hoc Committee or leaving it currently standing identified as an Ad Hoc Committee. Discussions concluded with revising the Ad Hoc Committee into a standing committee with an updated charter to be presented at a future meeting.

WHEREAS the Bylaws require Board approval of committees,

RESOLVED – to revise the Ad Hoc Governing Documents Committee into a Standing Committee with revisions to be made to the approved Charter as discussed with the Board of Directors.  
Resolution 26-19 (Passed Unanimously)

c. Ad Hoc Irrigation and Drainage Project Committee Charter – Approval  
Board Member, Jeff Raleigh presented the draft Ad Hoc Irrigation and Drainage Project Committee Charter for review with the Board of Directors. Discussions took place on the importance of this project and the requirement to take proper steps on member education, communications and Board approvals.

WHEREAS the Bylaws require Board approval of committees,

RESOLVED – to approve the amended Ad Hoc Irrigation and Drainage Project [Committee Charter](#)

effective immediately to include in the Membership that Owner Members shall always exceed the number of Golf Equity Members as discussed with the Board of Directors.

Resolution 26-20 (Passed Unanimously)

d. Ad Hoc Irrigation and Drainage Project Committee Chair – Approval

President, Lina Lee presented Jeff Raleigh to serve as the Ad Hoc Irrigation and Drainage Project Committee Chair effective immediately.

WHEREAS the Bylaws require Board approval of committee chairs,

RESOLVED – to approve Jeff Raleigh to serve as the Chair for the Ad Hoc Irrigation and Drainage Project Committee effective immediately as presented to the Board of Directors.

Resolution 26-21 (Passed Unanimously)

#### C. Events

a. Expansion of Non-Member Monday Golf Tournaments – Discussions

Board continued discussions of the proposal to expand the number of non-member Monday golf tournaments beyond the current ten allowed. General Manager, Eric Jacobsen, presented a tournament revenue and cost pro-forma for discussion. The matter was tabled at this time.

b. Expansion of Non-Member Food & Beverage Outside Events – Discussions

Continued discussions about the potential opening of the dining room facilities to private non-member outside events. General Manager, Eric Jacobsen, presented a revenue and cost pro-forma for discussion. The matter was tabled at this time.

#### D. Membership Application Approvals

WHEREAS the Bylaws require Board approval of incoming members,

RESOLVED, to approve one Golf Equity Member, A3198, as submitted to the Board of Directors.

Resolution 26-22 (Passed Unanimously)

RESOLVED, to approve one Swim and Tennis Affiliate, B3267, as submitted to the Board of Directors.

Resolution 26-23 (Passed Unanimously)

RESOLVED, to approve one Swim Team Affiliate, SA038, as submitted to the Board of Directors.

Resolution 26-24 (Passed Unanimously)

E. Member Delinquencies

There were no delinquencies to discuss with the Board of Directors.

VII. NEXT MEETING DATES

Monday, March 23, 2026, Board Retreat, 10:00 AM, Board Room

Thursday, April 16, 2026, Regular Meeting, 6:00 PM, Lounge

Thursday, May 21, 2026, Regular Meeting, 6:00 PM, Lounge

VIII. ADJOURNMENT

At 8:33 PM the Regular Meeting was adjourned.

Prepared by Christina French-Hokafonu and Stephanie Sena  
March 19, 2026

Approved by the Board of Directors on April 16, 2026.

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Maureen Freeman, Secretary to the Board of Directors

EXHIBIT A

APPROVED COMMITTEE LIST  
2026

**AQUATICS COMMITTEE**

Lina Lee, Chair & Liaison HO  
Jamie Griffith, EQ  
Karen Humphreys, HO  
Lauren Jaeger, ST  
Joel Morgan, EQ  
Ayako, Schaham, HO

**ARCHITECTURE COMMITTEE**

David Roth, Chair & Liaison HO  
Rob Becker, HO  
Sunun Faulkner, HO  
Jerry Garner, HO  
Judy Martine, HO  
Sheila Monkarsh, HO

**BUDGET & FINANCE COMMITTEE**

Mike Crist, HO  
Mike Fafoutis, HO  
Nick Gerostathos, EQ  
Herb Gindy, HO  
Paul Grafft, EQ  
Nancy Hom, EQ  
Ed Huber, EQ  
Brandt Severson, HO  
Tony Tarrab, HO

**GREEN COMMITTEE**

Roger Topp, Chair & Liaison EQ  
Cathy Barbagallo, MWGA Rep, EQ  
Scott Champion, EQ  
Fran Gentry, Niner Rep, HO  
Chris Govea, HO  
Chris Hoff, MGA Rep, HO  
Edwin Lee, EQ  
Jon Ranstrom, EQ  
Tom Roberts, SMGA Rep, HO  
Jeff Walker, EQ

**MEMBER ENGAGEMENT COMMITTEE**

Barrett Fallentine, EQ  
Gerry Fields, HO  
Jeff Raleigh, HO  
Megan, Schnurr, HO  
Helena Singelstad, EQ  
Lisa Tabak, HO  
Nancy Wenck, HO

**RACQUET SPORTS COMMITTEE**

Chris Govea, Chair & Liaison HO  
Jill Austin, ST  
Dave Edson, ST  
Mike Keough, EQ  
Molly Lenz, HO  
Susan Levy, ST  
Brandon McKulla, EQ  
Brian Seaman, ST  
Lucy Sponsler, HO  
Ashley McLin, HO

