REGULAR MEETING

AUGUST 25, 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 6:01 PM. Attendance was as follows:

BOARD MEMBERS PRESENT:

Lina Lee, President
Becky Bruno, Vice President
Tony Tarrab, Treasurer
Chris Govea
Paul Grafft
Edwin Lee
Ralph Nefdt
Jeff Raleigh

BOARD MEMBERS ABSENT

Maureen Freeman, Secretary
Ginger Bagai
David Roth
Roger Topp

STAFF PRESENT:

Eric Jacobsen, General Manager
Christina French-Hokafonu, Assistant General Manager
Stephanie Sena, Assistant HOA Manager

II. MINUTES APPROVAL – Regular Board Meeting

RESOLVED, to approve the amended minutes of the Board of Directors Regular Meeting on July 28, 2026, as presented with the Board of Directors.

Resolution 26-46 (Passed Unanimously)

The Board of Directors held a closed Executive Session meeting where minutes were taken on August 25, 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. Six members were in attendance. One member thanked the Board for replacing portions of the cart path on the 7th fairway. Another member asked for confirmation if MCCHOA is a non-smoking community and questioned whether cigar sales in the Golf Pro Shop are appropriate.. One more member brought up a safety concern due to cars parked along St. Andrews Drive causing a lack of visibility for pedestrians trying to cross St. Andrews Drive from either Country Club Drive or Cypress Point Way and the request for Crosswalk installations.

IV. FINANCIAL REPORT

A. Monthly Financial Statements

Treasurer, Tony Tarrab confirmed monthly financial statements were distributed and reviewed by the Board of Directors for July 2026. Variance reports were also provided for the Operating, Capital Replacement Club, Capital Replacement HOA, Capital Development and Recreation Funds.

Additional discussions took place on the provided forecasts for Capital Replacement HOA and Capital Replacement Club. Due to the forecasted net income of $146,886 in Capital Replacement Club, discussions included the accelerated spend for eight requested items originally included in the draft 2027 Capital Replacement Club Budget as well as minor proposed overages in the Clubhouse Improvement Committee report.

RESOLVED, to approve requested accelerated spend of $148,605 for additional Capital Replacement Club projects as presented and discussed with the Board of Directors.
Resolution 26-47 (Passed Unanimously)

B. Treasurer's Report

Treasurer, Tony Tarrab, reported the following cash balances:

Cash Balances as of 7/31/2026	
Operating Funds	$2,187,256
Capital Replacement HOA	$1,689,923
Capital Replacement Club	$1,760,816
Development Fund	$205,483
Recreation Area Fund	$3,644,185
Total Funds	$9,487,663

Delinquencies-- in the amount of $66,118
Lien on APN 257-550-001, approved by the Board.

V. MANAGEMENT REPORT

General Manager, Eric Jacobsen, provided highlights from the August 2026 Management Report on operations. The report includes monthly and year-to-date updates by each department, as well as progress on strategic goals for F&B, HOA Operations and Golf Operations.

- Club IQ:
  GM Eric Jacobsen informed the Board he is finalizing the 120 Day member communication letter focuses on what was heard from the Membership including areas of improvement and opportunities to continue to enhance the Member experience.

- Membership Turnover: Year-to-date membership sales are 15 (four Golf Equity and eleven Swim/Tennis) compared to 13 year to date last year. There are 103 and 220 applicants on the Golf Equity and Swim/Tennis waitlists, respectively. Applicants at the top of the list had a wait of approximately five years. Twenty homes have sold YTD.

- Capital Replacement Funds – Assistant General Manager, Christina French-Hokafonu and Assistant HOA Manager, Stephanie Sena updated the board on the status of capital projects.
  - HOA Fund: Doral Pool Project: additional discussions with an updated target opening date for Labor Day Weekend. The Board requested a detailed budget summary of Doral Pool Project costs for the next meeting.
  - Club Fund: Mobile Grille and Smoker delivered

- Staffing - Open positions and turnover by departments were provided.

VI. COMMITTEE REPORTS

Reports and updates were provided by Committee Liaisons. Latest Committee minutes are available on the website under the Board and Committees section.

Ad Hoc Annexation Committee did not meet in the month of August.

Ad Hoc Clubhouse Improvement – no update, presentation provided under new business.

Ad Hoc GC Drainage and Irrigation – additional updates took place regarding the recently executed contract from Gradoville and Hertzing for consulting services.

Aquatics Committee did not meet in the month of August.

Architectural Committee did not meet in the month of August.

Budget & Finance: additional updates took place on the recent two-hour meeting focusing on the strategic plan for the 2027 Budget, 2027 Capital Budget presentations from each department head as well as brief 2027 Operating Budget reviews.

Green Committee – additional updates took place regarding the recent engagement with The Audubon Cooperative Sanctuary Program (ACSP) to protect wildlife habitats, conserve water, reduce chemical use, and practice sustainable resource management for the Golf Course and capital discussions from the recent NEB Meeting hosted by Berkeley Country Club.

Member Engagement – highlighted items included a new supper club beginning in September with an Italian food theme as well as continued success with the Speaker Series program.

Racquet Sports Committee did not meet in the month of August.

VII. NEW BUSINESS

A. Ad Hoc Clubhouse Improvement Committee Project Update – Spending Request Approval

Vice President, Becky Bruno and Ad Hoc Clubhouse Improvement Committee Chair, Anne Willcoxon presented the current status of the Clubhouse Improvement project. Elements of the project outlined in the presentation included: interior painting throughout the Clubhouse, replacement of hardwood flooring on the 2nd floor, installation of additional acoustical panels to assist with existing noise concerns and replacement of furnishings in the lobby/reception area, the landing area on the 2nd floor outside of the dining room as well as the lounge area. Discussions took place with the Board of Directors on the presentation and next steps for execution.

RESOLVED - to authorize spending of $334,452 from the Capital Replacement Club Fund complete the first phase of the Clubhouse Improvement Project as discussed with the Board of Directors.
Resolution 26-48 (Passed Unanimously)

B. Studio 74 – Youth Summer Camp Review and Discussions

President, Lina Lee and General Manager, Eric Jacobsen discussed the Summer Camp program held in Studio 74 since 2023. Discussions included concerns from Board Members about the existing location in Studio 74 and usage of space near Fitness Center entrance, as well as the potential opportunity to outsource the programming as was done prior to Covid by KE Camps. General Manager, Eric Jacobsen provided historical context of how we arrived at the current program offerings as well as possible opportunities for camp programming including potentially relocating the camp for the 2027 summer season to minimize disruption of existing programs and recreational spaces. Management will provide proposed locations for next year's program for discussion with the Board of Directors at a future meeting.

C. Discussions on Contract Management

This matter was tabled for discussion until a future meeting date.

D. Member Delinquencies

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

VIII. NEXT MEETING DATES

Tuesday, September 22, 2026, Regular Meeting, 6:00 PM, St. Andrews Lounge
Monday, October 5, 2026, Special Meeting-Board Retreat, 9:00 AM, Round Hill Country Club
Tuesday, October 20, 2026, Special Meeting-Budget Review, 5:00 PM, St. Andrews Lounge
Tuesday, October 27, 2026, Regular Meeting, 6:00 PM, St. Andrews Lounge

IX. ADJOURNMENT

At 7:32 PM the Regular Meeting was adjourned.

Prepared by Christina French-Hokafonu
August 25, 2026

Approved by the Board of Directors on September 22, 2026

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Maureen Freeman, Secretary to the Board of Directors Date