

Moraga Country Club Homeowners' Association
A California Corporation
DRAFT MINUTES

I. CALL TO ORDER

The Regular Meeting of the Moraga Country Club Board of Directors convened on Thursday, December 15, 2022. The meeting took place in the Lounge at 1600 St. Andrews Drive, Moraga, CA 94556. President Willcoxon called the meeting to order at 5:01 PM. Attendance was as follows:

BOARD MEMBERS PRESENT:

Bret Brodowy, Vice President
Tamara Bryan
Jason Crain
Paul Crinks
Maureen Freeman
Gordon Lewis, Treasurer
Gary O’Neill
Matt Rei
Bernie Smit
Tony Tarrab
Anne Willcoxon, President

BOARD MEMBERS ABSENT:

Ginger Bagai

STAFF PRESENT:

Eric Jacobsen, General Manager/COO
Christina French, CAMEX, CCAM-LS, CMCA, CAFM, HOA Manager
Teresa Belfanti, Director of Finance

II. MINUTE APPROVAL – Regular Board Meeting

RESOLVED, to approve the minutes of the Board of Directors Regular Meeting on November 17, 2022.
Resolution 22-70 (Passed, with two abstentions)

The Board of Directors held an Executive Session Meeting where minutes were taken on December 15, 2022, and topics discussed included delinquent member accounts, legal matters, contract matters and personnel matters.

III. OPEN FORUM – President Willcoxon invited members in attendance to address the Board on any topics not included on the agenda. No Members were in attendance.

IV. COMMITTEE REPORTS

Reports and updates were provided by Committee Liaisons. Committee minutes are available on the website under the Board and Committees section. Additional updates were provided from the Ad Hoc Rec Facility Construction Committee on the timeline of completion, window & drywall installations and finally receiving the permit from EBMUD.

Committees that did not meet included Architectural, Swim, Tennis & Racquet Sports.

V. FINANCIAL REPORT

A. Treasurer’s Report

Treasurer, Gordon Lewis, reported the following:

Fund Balances as of 11/30/2022	
Operating Fund	\$1,657,879
Capital Replacement Fund - HOA	\$1,140,172
Capital Replacement Fund - Rec	\$1,455,213
Development Fund	(\$363,618)
Recreation Area Fund	<u>\$2,168,519</u>
Total Funds	\$6,058,165
Delinquencies-- in the amount of \$18,514	
No Liens at this time.	

B. Monthly Financial Statements

Treasurer, Gordon Lewis confirmed the review & approval of the monthly financial statements for November 2022, by the Budget & Finance Committee along with the monthly review of the financial statements by the Board of Directors.

VI. MANAGEMENT REPORT

Eric Jacobsen, General Manager, reported on the general operations as provided in the Board materials. Additionally, highlights and reporting on past events from November including a record attendance on the Thanksgiving Buffet Seating's, first Breakfast With Santa and Member Holiday Party Events were reported as well as excitement for the upcoming New Year's Eve Party. High levels of interest continuing for prospective members with daily inquires as well as continued additions to the current waitlists. Homeowner work order reports from UpKeep were also provided. A staff update and membership sales report was provided. Lastly, reports were provided for F&B comparisons on volume of usage between To-Go and A La Carte covers as well as Golf Rounds and Capital Improvement updates.

VII. NEW BUSINESS

A. Open Board Meeting Format

President, Anne Willcoxon discussed the open meeting format with the Board of Directors relating to the Open Forum portion of the meeting. Discussions took place on potentially reorganizing the structure of the meeting to allow Open Form to be at the conclusion of the New Business Items. Decisions were made to have the organizational format of the meetings to stay as currently structured.

B. Golf Equity Director Position – Vote By Acclamation

President, Anne Willcoxon presented Matt Rei as the only Candidate for the 2023 Board of Directors Election as the Golf Equity position. In accordance with the Election Rules, the Board may approve by a vote by acclamation in an open meeting. Discussions took place.

RESOLVED, to approve Matt Rei to serve a three-year term beginning January 2023 on a vote by Acclamation in accordance with the Election Rules and seated at the conclusion of the Annual Meeting Resolution 22-71 (Passed Unanimously)

C. 2023 Budget and Finance Committee Member Approvals

Treasurer, Gordon Lewis presented the proposed 2023 Budget & Finance Committee Member List for approval by the Board of Directors.

WHEREAS the Bylaws require Board approval of committee members,

RESOLVED, to approve Paul Crinks, Mike Crist, LJ D'Iorio, Nancy Hom, Gordon Lewis, Jeff Raleigh, Cathy Reaves, Tony Tarrab and Roger Topp to serve on the Budget & Finance Committee in accordance with the committee charter effective January 1, 2023.

Resolution 22-72 (Passed Unanimously)

BE IT FURTHER RESOLVED, to extend Steve Evans term another year to serve on the Budget & Finance Committee in accordance with the committee charter effective January 1, 2023.

Resolution 22-73 (Passed Unanimously)

D. 2023 Architectural Committee Member Approvals

Board Member, Tamara Bryan presented the proposed 2023 Architectural Committee Member List for approval by the Board of Directors.

WHEREAS the Bylaws require Board approval of committee members,

RESOLVED, to approve Becky Bruno, Dave Buckel, Sunun Faulkner, Meg Foley and Carlyn Tandrow to serve on the Architectural Committee in accordance with the committee charter effective January 1, 2023.

Resolution 22-74 (Passed Unanimously)

BE IT FURTHER RESOLVED, to extend Tamara Bryan and Steve Cetrone's term another year to serve on the Architectural Committee in accordance with the committee charter effective January 1, 2023.

Resolution 22-75 (Passed Unanimously)

E. Membership Applications

WHEREAS the Bylaws require Board approval of incoming members,

RESOLVED, to approve one Golf Equity Member Application A3160 as presented to the Board of Directors.

Resolution 22-76 (Passed Unanimously)

RESOLVED, to approve two Swim & Tennis Affiliate Applications B3199 as presented to the Board of Directors.

Resolution 22-77 (Passed Unanimously)

VIII. NEXT MEETING DATES

Wednesday, January 18, 2023, Regular Meeting, 5:00 PM, Board Room
Thursday, January 19, 2023, Annual General Meeting, 6:00 PM, Dining Room
Thursday, February 16, 2023, Regular Meeting, 6:00 PM, Board Room

IX. ADJOURNMENT

At 5:25PM the Regular Meeting was adjourned.

Prepared by Christina French
December 15, 2022

Approved by the Board of Directors on January 18, 2023.

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Jason Crain, Secretary to the Board of Directors

Date