

MINUTES VIA VIDEO CONFERENCE & IN PERSON
MEETING ID: 1454610165
BOARD OF DIRECTORS
COMMUNITY OF HARBOR BAY ISLE OWNERS' ASSOCIATION
MAY 22, 2024

BOARD MEMBERS PRESENT: Bill Pai, President
Gary Lym, Vice President
Bassey Obot, Secretary
Gary Hoffer, Director
Lee Harris, Officer

BOARD MEMBERS ABSENT: Paul Beusterien, Treasurer
Cheryl Paterson, Director

STAFF PRESENT: Dawn Jaeger, Executive Director
Jacqui Vasquez, Office Manager

CALL TO ORDER

President Pai called the meeting to order at 6:45PM.

ROLL CALL / APPROVAL OF AGENDA

Roll Call was conducted by Ms. Vasquez. Members present are listed above. The Board reviewed the agenda.

President Pai motioned to approve the agenda. Director Hoffer seconded the motion.

VOTE: Motion carried unanimously (5 in favor-Pai, Lym, Obot, Hoffer, Harris); none opposed or abstained.

PRESENTATION-VANTACA COMMUNITY MANAGEMENT SOFTWARE

Mr. Austin Capps and Ms. Shelly DeAntonio presented Vantaca Management Software to the Board. The software would replace our current management and accounting softwares.

OPEN FORUM

Homeowners spoke during Open Forum.

CONSENT CALENDAR

The Board reviewed the minutes from the meeting on April 24, 2024. Various board members identified minor errors in the minutes.

Director Hoffer motioned to approve the Consent Calendar as submitted, including the minutes from 4/24/24 and 3/27/24 with the corrections noted. Treasurer Lym seconded the motion.

VOTE: Motion carried (5 in favor-Pai, Lym, Obot, Hoffer, and Harris; none opposed or abstained).

REPORTS

a) **CLASS**-No report was given.

b) **Directors**

President Pai advised that his boards asked if airport expansion is expected at a later date. They also asked if there was any information about the sale of the Harbor Bay Club, which is currently in escrow.

Vice President Lym advised the Board that his associations were interested in possible airport expansion.

Secretary Obot said that PLB is concerned with possible future expansion of the airport. They also requested a cost/benefit analysis with data on the success of FLOCK license plate readers.

Director Hoffer had nothing new to report

Director Harris had nothing new to report.

c) **ED/Staff**

ED Jaeger reported that all of her items were within the agenda.

FINANCIAL REVIEW

A. The Board reviewed the April, 2024 financials and the April, 2024 delinquency report.

Secretary Obot motioned to accept the April, 2024 financials in accordance with Civil Code Section 5509 as well as the April, 2024 delinquency report as submitted. President Pai seconded the motion.

VOTE: Motion carried (5 in favor-Pai, Lym, Obot, Hoffer, and Harris; none opposed or abstained).

B. CHBIOA Audit-The Board reviewed the Community's audit for 2023.

Treasurer Lym motioned to accept the audit for 2023 as submitted. President Pai seconded the motion.

VOTE: Motion carried (5 in favor-Pai, Lym, Obot, Hoffer, and Harris; none opposed or abstained).

OLD BUSINESS

A. **FLOCK License Plate Readers**

The Board discussed next steps and areas of concern. The Board decided to send a postcard to the membership asking whether homeowners are interested in participating in installing license plate readers community wide.

Secretary Obot motioned to send a postcard to the membership to gauge interest in installing FLOCK license plate readers. Officer Harris seconded the motion.

VOTE: Motion carried (5 in favor-Pai, Lym, Obot, Hoffer, and Harris; none opposed or abstained).

B. **Security Reports**

The Board reviewed the request from a Village 4 board member to reverse a decision by the Master Board to stop giving project boards security reports.

Secretary Obot motioned to discuss giving the project boards security reports. There was no second. Motion failed.

VOTE: None.

NEW BUSINESS

A. **Summer Meeting Schedule**

ED Jaeger informed the Board that they historically skip one meeting each summer. The Board reviewed the calendar.

President Pai motioned to skip the June meeting and resume the meeting schedule with the July 24th meeting. Director Hoffer seconded the motion.

VOTE: Motion carried (5 in favor-Pai, Lym, Obot, Hoffer, and Harris; none opposed or abstained).

B. Workplace Violence Prevention Plan

ED Jaeger advised the Board of a law that was passed at the end of last year, SB 553, which requires a comprehensive Workplace Violence Prevention Plan (WVPP) for nearly all employers in California regardless of industry. It is set to take effect on 7/1/2024 and encompasses aspects such as employee training on workplace violence hazards, maintaining a detailed violent incident log and conducting regular reviews of the WVPP. Enforcement will fall under the jurisdiction of California's Division of Occupational Safety and Health (Cal.OSHA). Security Director Silva is heading this project.

C. Communications

The Board reviewed communications.

ADJOURNMENT TO EXECUTIVE SESSION-7:56PM

President Pai motioned and Director Hoffer seconded to adjourn to Executive Session.

VOTE: Motion carried unanimously (5 in favor-Pai, Lym, Obot, Hoffer, and Harris); none opposed or abstained.

ADJOURNMENT BACK TO REGULAR SESSION-7:59PM

The following was read back into the minutes after Executive Session was adjourned and Regular Session was re-convened:

Delinquency

- 1. 069-1520178 & 069-152017-Lien

President Pai motioned and Vice President Lym seconded to approve forwarding on to collections.

VOTE: Motion carried (5 in favor-Pai, Lym, Obot, Hoffer and Harris; none opposed or abstained).

ADJOURNMENT

President Pai motioned and Secretary Obot seconded to adjourn the meeting at 7:59PM.

VOTE: Motion carried unanimously: 5 in favor (Pai, Lym, Obot, Hoffer, and Harris); none opposed or abstained.

The next regular meeting of the Board of Directors meeting is scheduled for July 24, 2024.

Minutes approved on _____ by _____
CHBIOA Board Member