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Eastview RB Community Center, 17520 Drayton Hall Way, San Diego, CA 92128

**EASTVIEW RB COMMUNITY CENTER  
REGULAR MEETING OF THE BOARD OF DIRECTORS**

**December 12, 2017**

**MINUTES**

**DIRECTORS PRESENT:**

Garry Denlinger	President
Shirl Troxel	Secretary
John Kersey	Treasurer
Tom Dudgeon	Vice President/Personnel
Kathy Burke	Director-at-Large/Landscape
David Hebert	Director-at-large/Facilities/Maintenance
Nemira Stauskas	Director-at-large/Recreation/Social

**DIRECTORS ABSENT:** None

**OTHERS PRESENT**

Myrna De La Pena	Community Center Manager
Chris Hodge	Elite Community Management
Teri Denlinger	Representing ARC

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**CALL TO ORDER**

The meeting was called to order at 4 pm by Board President, Garry Denlinger.

**APPROVAL OF PREVIOUS MINUTES**

The Board reviewed the October 17, 2017 regular minutes.

**Upon a motion duly made, seconded, and unanimously carried, the Board approved the October 17, 2017 regular minutes as written. (Troxel/Burke)**

**MEMBER PARTICIPATION**

None.

**ARCHITECTURAL REVIEW COMMITTEE (ARC)**

Teri Denlinger updated the Board on applications reviewed at the November ARC meeting. The homeowner at 17665 Rienzi Place, who installed an unapproved patio cover, was sent a second letter on December 3, 2017, requesting that the cover be removed or ARC will direct the matter to the Community Center Board for a resolution. The homeowner at 17665 Drayton Hall Way removed his front trellis without submitting an ARC application. Following discussions with Vicki Owen, Patio I Board President, it was agreed that the owner is required to remove the concrete footings that supported the trellis. A letter was sent to the homeowner requesting that the footings be removed by January 31, 2018.

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**BOARD MEMBER REPORTS**

President's Report:

Garry Denlinger discussed the open position of Member-at-Large/Recreation/Social. He noted that two owners expressed interest in serving on the Board. One of the candidates was unable to serve; therefore Nemira Stauskas was appointed to fill the Board position and complete the term for Recreation/Social, previously held by Ann Ross. The Board discussed duties of the Member-at-Large/Recreation/Social Board position with Nemira.

**Upon a motion duly made, seconded, and unanimously carried, the Board appointed Nemira Stauskas to the open board position vacated by Ann Ross to serve as Director-at-Large/Recreation/Social Director. (Denlinger/Kersey)**

The Board discussed the holiday bonuses for the employees.

**Upon a motion duly made, seconded, and unanimously carried, the Board approved “as within Budget” the holiday bonuses for 2017. (Denlinger/Troxel)**

Garry reported on the Hats Off To Volunteers program, scheduled for Saturday April 14, 2018. The event recognizes outstanding volunteers within the Rancho Bernardo community. As in previous years, the Eastview Community Center Board is seeking nominations for an individual from Eastview who has demonstrated exemplary efforts in giving back to the community. Recommendations are to be submitted to Garry.

Secretary/Correspondence

No correspondence was distributed since the last Board meeting.

Treasurer/Budget and Finance

John Kersey reviewed the financials with the Board and noted reserves are funded at 91%. John stated he has not heard from the auditor to explain the audit adjustments. He reviewed the water and sewer expenses with the Board noting we are over budget by \$10,000. The Board discussed the causes of the increased consumption/water bills.

Vice President Report/Personnel

Tom Dudgeon reported that most of the staff has been recertified in CPR and the Automated External Defibrillator (AED). It was noted that one staff member is scheduled to receive the training in the near future.

Landscaping

Kathy Burke reviewed the landscape report with the Board. She discussed several water leaks that occurred recently. It is anticipated there will be an additional increase in water consumption/bills due to incorrect programming of the controllers. Backflow tests, required by the City of San Diego Water Utilities, were conducted. The scalp and over seed turf project was completed.

Kathy reported she received the \$6,111 rebate check from the San Diego Water Conservation Program for the turf conversion project.

Facilities/Maintenance

David Hebert reviewed the cost to replace the doors of the clubhouse meeting room and windows of the office. The replacement costs will come out of reserves.

**Upon a motion duly made, seconded, and unanimously carried, the Board approved to replace all the doors in the clubhouse meeting room and windows in the office at the cost not to exceed \$20,000. (Hebert/Kersey)**

David reported the spa cover needs to be replaced.

**Upon a motion duly made, seconded, and unanimously carried, the Board approved to replace the spa cover at a cost not to exceed \$600. (Hebert/Kersey)**

David also reported the main drain to the Community Center backed up last week. Zeck plumbing cleaned the drain the same day.

After a discussion about security systems, David agreed to research the market to identify a system appropriate for the EVCC.

Recreation/Social

No report was provided.

Community Center Manager's Report

Myrna De La Pena reviewed the monthly activity report with the Board. She informed the Board of two incidents of the resident entering into the pool and spa area early in the morning (3am) when facilities were closed. The SDPD addressed the issue with the offending party and Myrna also had a discussion with the individual's mother, who requested that her son not be allowed on Community Center property.

Myrna reported the Holiday Party was a huge success and she was so appreciative of all the staff who assisted at the event. Seventy-four members attended the party and there was a waiting list. She noted that the party came in under budget.

After further discussion about use of the AED, Myrna agreed to arrange a demonstration for the Board of its use. The Board will also be shown where the unit is stored in the Manager's office.

**OLD BUSINESS**

None

**NEW BUSINESS**

**DATE OF NEXT MEETING**

The next scheduled Board of Directors meeting is January 23, 2018, at 4:00 p.m.

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**ADJOURNMENT**

Upon a motion duly made, seconded, and unanimously carried, the meeting was adjourned at 5:37 p.m. (Kersey/Hebert).

Prepared by:

Elite Community Management



**Shirl Troxel, Secretary**  
**Eastview RB Community Center Board of Directors**

January 23, 2018

**Date**

Approved