

Riviera Community Club  
Board of Trustees Minutes  
May 20, 2017

Date: May 20, 2017

Call Meeting to order: 10am

Present: John Saatela, President—Tony Hooks, Vice President—Kaylee Strausbaugh, Secretary  
Pat Owen, Treasurer—Gary McDonald, Trustee

Absent: None

**Discussion on Reports**

**ACC Committee**

Pat Owen informed the attendees of an additional new residence having been approved. 2 new residences have been approved in May.

**Compliance Committee**

Tony Hooks informed the attendees that the Compliance Committee is now a committee of 6 and they will begin moving forward on RCC compliance issues.

**Finance Committee**

GM informed the attendees that the committee is moving forward and gathering information for the upcoming proposed budget.

**Golf & Greens Committee**

No Report

**Manager's Report**

Attached

**Treasurer's Report**

Attached

**Water Dept. Report**

GM informed the attendees that the leak detection program will start in June.  
Water Dept. is also continuing the installation of service check valves.  
Water pumped approximately 3.2 million gallons in April.

**New Business**

**Motion #2017-05-01**—Kaylee Strausbaugh moved to adopt the Consent Motion of May 20, 2017.  
*Seconded by Tony Hooks, Motion carried unanimously.*

**Motion #2017-05-02**—Kaylee Strausbaugh moved to approve the hiring of new law firm. Condominium Law Group.

*Seconded by Gary McDonald, motion passed unanimously.*

Discussion: BOT spoke with many law firms and selected the above as they found that they have experience in many different areas including water departments and labor issues.

**Motion #2017-05-03**—Kaylee Strausbaugh moved to approve to appoint an additional 3 RCC members to the Compliance Committee.

Diane Myer, Nannette Johnson and David Birt

*Seconded by Tony Hooks, motion carried unanimously.*

### **Old Business**

Line of Credit Policy is forthcoming, should be complete by June Meeting.

Volunteers—GM is still reviewing the issue of volunteers with regard to union contract. GM has had initial discussion with RCC union rep.

Job posting for the Marina Host has been posted on line and Admin. will continue to do so for other Riviera positions.

Newsletter—the goal is to have a quarterly newsletter sent to the membership with reports from all departments and any other pertinent information.

New & revised website—GM will be working with Ron Finney from Northwoods Productions to update the look and content of the RCC website.

### **Update**

Theft—working on signage to be placed at various parks and amenity locations reminding members to lock their vehicles etc.

CC&Rs—RCC has hired a new law firm Condominium Law Group. Our covenants are the first order of business.

### **Follow-up**

Garden Club

Bad debt/detailed financials

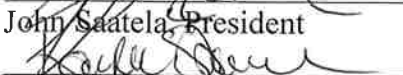
Number of properties with liens

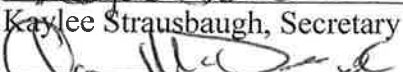
Restaurant profitability & cost of sale calculations


Potential laundry mat at campground

Meeting adjourned: 11am

  
John Saatela, President

  
Kaylee Strausbaugh, Secretary

  
Gary McDonald, Trustee

  
Tony Hooks, Vice President

  
Pat Owen, Treasurer