

**GENESEE FOUNDATION  
BOARD MINUTES  
March 8, 2006**

The Genesee Foundation Board of Directors met on Wednesday, March 8, 2006 at the Vista Club House. President Lynn Bartsch called the meeting to order at 6:35 p.m.

**ATTENDING:** Barbara Actor; Gary Anderson; Lynn Bartsch; Gary McKay; Anne Sherwood; John Siegesmund;

**ALSO ATTENDING:** Ryan Babcock, Open space Manager; Todd Schmitz

**NOT ATTENDING:** William Stanton (Illness)

**RESIDENT COMMENT**

None at this time.

**APPROVAL OF MINUTES**

Anne Sherwood moved approval of the February 8, 2006 Board regular meeting minutes. The motion was seconded by John Siegesmund and unanimously approved.

Anne Sherwood moved approval of the February 23, 2006 Board special meeting minutes. The motion was seconded by Lynn Bartsch and unanimously approved.

**CONSENT AGENDA**

The Board agreed to institute a consent agenda to more efficiently manage meetings. A consent agenda includes items requiring Board approval without the need for discussion. Such items must be sent to the Board ahead of the meeting. Items can be removed from a consent agenda at the request of any Board member. Residents desiring to remove an item from the consent agenda should contact a Board member.

**CORRESPONDENCE RECEIVED**

- Copy of an email to the ARC from Lynn Vaseleski expressing concern regarding the noise effect of air conditioners on neighboring residences.
- Email from an unknown resident regarding the dumping of construction debris at a residence on Shooting Star Drive. The Foundation does not respond to anonymous complaints.

**ARC REWRITE**

ARC Chair Chris O'Dell presented an update on the work of the Rewrite Committee. A redline copy of the Mission Statement, Introduction, and Section 1 have been put on the website in preparation for a community input meeting scheduled for March 27, 2006. Two subcommittees have been formed: One to work on questions for the upcoming community survey and the other to work on consolidating repetitive material. Following discussion, ARC liaison Barbara Actor expressed appreciation to the Rewrite Committee for all the work they have done.

**MANAGEMENT REPORT**

Ryan Babcock presented a progress report on the Open Space Operations Plan:

- Dwarf Mistletoe: Letters will go out to residents later this week informing them that work will begin in Area 4 in late March, weather permitting.

- Sanitation Thinning: Letters to adjacent residents have been mailed informing them of the tree inventory and marking to take place. A public walk and presentation is scheduled for 9:00 a.m. on March 18<sup>th</sup> at the Foothills Clubhouse.
- Shaded Fuel Break: Letters have been mailed to residents. A public walk and presentation is scheduled for 10:00 a.m. on March 11<sup>th</sup> at the Vista Clubhouse.
- Weeds: Noxious weed spraying will take place along roads and accessible meadows in mid-June.

Todd Schmitz reported that a face-to-face meeting has been set up with Quest regarding utility box maintenance.

## **BOARD BUSINESS**

### **STANDING COMMITTEES**

**Finance Committee:** Gary Anderson summarized business conducted at the February 22<sup>nd</sup> committee meeting:

- Review of 2005 financials: A favorable cash flow was realized for the entire year of 2006. The bulk of this, \$130,000, was due to the land sale of open space to the GW&SD. The largest single account overrun was in legal fees incurred as a result of legal support associated with reservoir activities.
- Patrol Expenses: While the level of security spending ran approximately on budget for 2005, the committee is concerned about the trend of increasing expense and the impact on the 2006 budget. Questions regarding patrol will be included in the planned community survey.
- Tax Return: The 2005 tax return will be filed with the assumption that the land sale proceeds would be invested in a like kind asset for the community, thus avoiding tax on the net profits of the sale. The committee will review options for investing the funds and present them to the Board in advance of the community survey.
- Insurance: The committee reviewed insurance proposals and recommendations were sent to the Board in preparation of Board approval at a special meeting on February 23<sup>rd</sup>.

**GEM Committee:** Anne Sherwood move that the following members be appointed to the GEM Committee: Gary Anderson; Terry Audesirk; Frank Daviess; Bruce Glenn; Dorothy Heyliger; Gary McKay; Bill Nee; Tony Simon; Andrew Stirrat; Helen Taylor. The motion was seconded and unanimously approved.

**Communications Committee:** Lynn Bartsch moved approval of the Communications Committee Charter. The motion was seconded by Anne Sherwood and unanimously approved.

Barbara Actor moved that the following members be appointed to the Communications Committee: Marge Bartsch; Shirley Gibson; Andrienne Andrews Glenn; Galen Knickel; John Recca. The motion was seconded by Anne Sherwood and unanimously approved.

Barbara Actor reported that the committee does not recommend a restriction on the distribution of flyers in mailboxes. Rather the committee will evaluate more effective communication options for residents.

## **SPECIAL COMMITTEES**

**Technology Committee:** Gary McKay reported that the installation of computer hardware and software as for the most part been completed. Bim Stanton is working on improvements to Channel 8.

**Weight Room Committee:** Gary McKay reported that the committee plans to do a survey to determine usage, including usage of the racquet ball court.

**New Resident Orientation Committee:** The committee is in the process of contacting all residents who have moved to Genesee in the past six month. A welcome reception for new residents is planned for Friday, May 12<sup>th</sup>.

**Community Survey Committee:** John Siegesmund moved approval of the Community Survey Committee. The motion was seconded by Anne Sherwood and unanimously approved. The timeline calls for results to be reported by July 1<sup>st</sup>.

## **LIAISON REPORTS**

**Fire District:** Lynn Barstch reported the Fire District elections have been cancelled as there are only three candidates for the four open positions. He also commented that the Foundation will send letters to Genesee residents who are not within the Genesee Fire District. The letter will be similar to a letter sent in 1993 informing them of the situation.

**Water Board:** Written report from Bim Stanton attached.

**Governance:** Anne Sherwood moved that the Board reaffirm the Foundation Audit and Review Policy. The motion was seconded by Gary Anderson and unanimously approved.

Following discussion on privacy issues related to resident and financial information, Anne Sherwood, John Siegesmund, and Carla Andrews were authorized to draft a comprehensive privacy policy for Board consideration.

**Inter Board:** Gary Anderson and Gary McKay will attend the March 15<sup>th</sup> meeting.

**Legal:** A representative from C.A.R.E. has sent a request for a contribution. John Siesgemund will respond with a letter stating that the Board would like to know more about the issues in which C.A.R.E. is involved. The letter will suggest that this can be done by letter or by a presentation to the Board. Nancy Balter commented that Foundation representatives should be actively involved in C.A.R.E. as a prerequisite to giving funds.

**Social/Recreation:** Barbara Actor reported that she, Gary Anderson, and Dick Mund met with representatives of the Swim Team Board regarding the Foundation's new umbrella insurance policy which excludes all organized children's recreation programs. As a result, it is necessary for the Swim Team to become an independent corporation. It also requires modifying the current use agreement for pool facilities to a lease agreement between the Foundation Board and the Swim Team. The Swim Team requested a long term lease, but the Board determined that a yearly lease at the cost of \$1.00 would provide more flexibility for the Foundation.

## OLD BUSINESS

### **Board Goals:** Anne Sherwood moved approval of the 2006 Board Goals:

- Finance: Draft a severance policy that will meet ERISA requirements and cover all employees by August 2006.
- Finance: Propose options for broad based utilization of the \$130,000 gained as a result of the Water & Sanitation condemnation process of open space for the reservoir project by September 2006.
- Open Space Management: 1) Complete and evaluate open space management prescriptions as recommended in the 2006 Open Space Manager's Report. 2) Submit 2007 budget request for second year of the operational plan by September 2006.
- Community Survey: Conduct a general community survey and report results by June 2006
- New Resident Orientation: Develop and implement an annual program to welcome and orient new residents to the Genesee community that include two new resident welcome receptions; personal contacts upon arrival, and delivery of updated orientation binders.
- Communication: 1) To consider and evaluate all possible means of ensuring more effective vehicles of communication for all Genesee residents. 2) Work with the Technology committee on the possible use of emails to notify residents of important issues.
- Technology: Assist the Board with decisions regarding electronic technology needs of the Foundation by October 2006.

The motion was seconded by Lynn Bartsch and unanimously adopted.

**External Defibrillators:** John Siegesmund moved approval of a resolution that the Foundation undertake appropriate legal and insurance investigation relating to the purchase and installation of Automatic External Defibrillators in Foothills and Vista Clubhouses and the Oxley Homestead. The motion was seconded by Anne Sherwood and unanimously approved.

## ADJOURNMENT

There being no further business, the meeting was adjourned at 9:08 p.m.

Anne Sherwood  
Board Secretary