



Shadow Brook Swim Club Homeowners' Association

Board of Director's & General Meeting

November 12, 2019

Location: Bret Hart Middle School, San Jose CA

Board of Director - Attendees:

President = Patrick Smith

VP Social = Staci Tenczar

Treasurer = Karen Rockwell

Secretary = Mike Beyersdoerfer

Communication: Peter Contini

Call to Order: 7:15 pm

Board President started meeting at 7:15 PM

Agenda:

- Open & Welcome
- Board Introductions
- Finance Update
- 2020 Dues
- Pool Chlorine Incident
- ADU Discussion
- ACC Reminder & Davis-Stirling Review
- Board Member & ACC Recruitment
- Open Forum/Q&A
- Close Meeting

1. Open and Welcome
 - Multiple homeowners attending their first meeting
 - President reminded everyone we are registered as a Planned community governed by CCR's, By Laws, Policies, and Davis-Stirling Act
 - Shadow Brook interviews, hires, manages, and pays over 30 seasonal workers every year/season
2. Balance sheet Review by Karen Rockwell - Treasurer
 - Entered 2019 with \$2200 on cash reserves
 - Currently have \$35,000 in cash reserves at this time
 - Cash reserves are well below our historic balances and must take action to improve
3. 2020 Due Increase
 - Majority of board has served for 7+ years and several plan to step down in 2020
 - Dues increase required to build up cash reserves to more acceptable levels
 - Dues increase is needed to build up cash reserves, help fund outsourcing of bookkeeping and ACC & other select duties
 - For 2020, a colored envelope will be used

- Last year there was a late fee with no exceptions; for 2020, a late fee will be applied if Dues are received past the Due Date
- \$30,000 a year preliminary estimate in total annual costs for outsourcing [Legal assessment, ACC activities, etc.]
- Legal review of by laws and other policies: estimate of \$25,000
- Recommendation of 2020 dues for Homeowners from \$500 to \$650
- Recommendations of 2020 Associate Members from \$525 to \$550
- General questions and statements asked about the topic of the raising of dues
- Questions on where the fees went last year
- Questions regarding reimbursement of Pool incident fees

Motion made by President on raising homeowners 2020 dues to \$650.

- Second provided
- Unanimous vote of approval by Board
- Motion Passed

Motion by President on raising Associates Member dues to \$550

- Second provided
- Unanimous vote of approval by Board
- Motion Passed

4. Pool Chlorine Incident Update

- All employees were reimbursed for medical expenses
- Criminal charges were filed against vendor and individuals
- Multiple court hearings
- Court ruling obtained and Shadow Brook will recover costs from the incident

5. ADU Discussion [Accessory Dwelling Units; Secondary units on an existing Lot]

- ACC will be drafting a policy to address California's recently passed law on ADU's
- Board will review and vote on ADU Policy; ACC will implement the Policy
- ACC approval will be required prior to construction, ground breaking etc. of any ADU's within Shadow Brook HOA and Swim Club

6. Open Discussion

- Questions on assessment vs raising the annual dues. Board chose to go the route of annual as the best option for the current situation. An assessment would cost money to draft and implement.
- Question asked about cost reduction efforts and ways to increase cash reserves.
- Questions on Riptide fees and increases
- Comments and homeowner statements on the benefits of living within an HOA
- Board reiterated the need for volunteers and committed to delivering a Splasher to better explain the roles of each Board member

Close of the meeting 8:59