



Annual Fall HOA Meeting

Minutes Final

November 8, 2020

4:00 PM

[To be ratified at Board Meeting on 12/1/20]

President: David Heindel

VP Social: Meera Desai

VP Pool: Kevin Ryan

Secretary: Tracy Rodriguez

Communications: Steve Ferree

Treasurer: Karen Rockwell

The Board Meeting was held via Zoom due to Covid 19 restrictions

Called to Order: 4:04 PM by President

There were 17 people in attendance including the board

Board Quorum was called at 4:05 PM by Secretary

A. PRESIDENT – David Heindel

1. Confirmed all attendees were from our 318 HOA member households
2. Secretary confirmed Board quorum
3. Board ratified notes from previous Board Meeting on 10/12
4. ACC UPDATE – Sheryl Stroh
 - a. Completed walk arounds and the majority of members are maintaining their properties well.
 - i. Many of the referrals have been cleared with a few outstanding issues
 - b. Need at least one new member for ACC to replace Cathy Sheehan who has other obligations
5. New Treasurer needed as Karen Rockwell is stepping down January 1.
6. Volunteers are needed for many tasks. David is preparing a list of things needed which may be published in the next Splasher

B. SECRETARY – Tracy Rodriguez

1. Meetings for 2021
 - a. Board meetings - 2nd Tuesday of each month excluding July & December

2. Spring & Fall HOA Meetings – dates TBD

C. POOL – Kevin Ryan

1. List of items completed
2. List of urgent repairs
3. List of major capital repairs
4. Spring cleaning weekend - last weekend in March?
5. Review pool hours & usage September & October
6. Pool changes
 - a. 7-8 AM + evenings and weekends
 - b. Access without lifeguards
 - i. Homeowner Matt Tenczar expressed concern about the operation of the pool without lifeguards.
 1. Kevin advised that our insurance company representative has responded to us in writing that our insurance coverage allows for this as long as we have signage posted at the pool that there is no lifeguard on duty, which we do.
 - c. Considering having the pool open for year-round usage and if so creating a year round associate membership

7. Almaden Riptide

D. SOCIAL – Meera Desai

1. Food Truck
 - a. Will be the 2nd Wednesday in Dec, Jan & Feb
2. Lighting up Shadow Brook
 - a. Volunteers to decorate the Cabana – Fall through Winter
 - 1/12: Diwali
 - Meeting at the Cabana Wednesday to decorate. Send email to Social@shadowbrook.net
 - 11/26: Thanksgiving
 - 12/10- 12/18: Hanukkah
 - 12/25: Christmas
 - 12/26-1/1/21: Kwanzaa
 - 12/31: Omisoka (Japan)
 - 2/12/21: Lunar New Year
 - 4/13-5/12/21: Ramadan
 - b. Holiday Trees will be delivered on 12/2 and volunteers are need for delivery.
3. Welcome Committee
 - a. Will be presenting new neighbors with a tote bag filled with goodies
 - i. 16 new homeowners 2019/20
4. 2021 Social Events (Proposed)
 - Memorial Day

- 4th of July
- Labor Day
- Wed. Night Socials
- Casino Night
- Wine Tasting
- Family Game Night (bingo)

E. COMMUNICATIONS – Steve Ferree

1. Reminded neighbors to sign up for the email list on the website and to also to check the website regularly. We will limit the number of emails, but usually 1-2 times a month at the most.
2. Reviewed Splasher upgrades
 - a. several of the homeowners expressed their thanks and appreciation for the new Splasher and Website and Social activities
3. Reviewed Web site upgrade

F. TREASURER – Karen Rockwell

- 1) Account changes Wells Fargo Bank & Quick Books on-line
- 2) Budgeting Underway for E-O-Y 2020 and 2021
- 3) Past Due 2020 Invoices have gone out to 14 members
- 4) Payment of annual dues – planning effort underway of alternate process in 2021
 - Dues invoices will go out in mid-January to be paid by February 15, 2021

G. New Business

- a. Dan Sell brought up an idea regarding properties that build ADUs and The Club instituting a requirement for homeowners to buy into a share of Shadowbrook which would give the occupants the right to use the pool.
 - i. He will submit a one-page plan for the Board's further consideration.

****** Next Board Meeting is Tuesday, January 12, 2021 at 7 pm**

H. President adjourned the meeting at 5:17 PM