

A. CALL TO ORDER

There being proper notice of meeting, Don Adams, presiding as Chair, duly called the meeting to order at 5:01pm.

ROLL CALL / QUORUM CHECK

BOARD MEMBERS:

Don Adams	President (<i>Chair</i>)	Perry Fox	Director
Celia Barry	Vice-President	Dave Sullivan	Director (Absent)
George Shaw	Treasurer	Carlos Sanchez	Director (Absent)
Larry Nowels	Secretary	Lindsey Pho	Director

INVITEES PRESENT:

Nicholas Saadi	Community Association Manager (CAM), Alpenhof Management Services
Janessa Visnyei	Office Assistant, Alpenhof Management Services

ADDITIONAL HOMEOWNERS PRESENT

B. OPEN FORUM

During open forum, each attendee may address the board for up to three (3) minutes. A director or manager may briefly respond to statements made or questions posed. Speakers must observe rules of decorum and not engage in other disruptive behavior. If a speaker is in the middle of a sentence when time is called, he/she may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others. All persons must follow the Meeting Rules listed at the bottom of this agenda.

An open forum was held, where members were given an opportunity to address the board.

C. REVIEW / APPROVE MEETING MINUTES

1. October 26, 2024, Special Board Meeting Minutes

On a motion made by George Shaw, and seconded by Celia Barry, it was proposed that the minutes of the October 26, 2024, Special Board Meeting be approved as presented. No objections, motion carried.

2. November 18, 2024, Board Meeting Minutes

On a motion made by George Shaw, and seconded by Celia Barry, it was proposed that the minutes of the November 18, 2024, Board Meeting be approved as presented. No objections, motion carried.

D. MANAGEMENT / FACILITIES UPDATE- Nicholas & Scott

1. Annual Unit Maintenance – Chimneys and Fire Extinguishers

All wood-burning chimney inspections and necessary cleanings have been completed. Approximately 80% of fire extinguisher servicing has been completed. The remainder of annual unit maintenance (formerly fall maintenance) is anticipated to be conducted in January.

Regarding snow removal, Aspen Grove has been on site as needed to work with CW staff.

CARNELIAN WOODS
MINUTES OF THE BOARD OF DIRECTORS' MEETING

Held electronically via Google Meet
on Monday, December 16, 2024, at 5:00 p.m.

2. CPO Certification

Scott is in the process of completing his CPO certification class and should have it completed by the end of this month.

3. Unit 60 Roofing Concern

There is a roof vent that is currently unprotected and could lead to leaks. Management is looking for direction regarding the responsibility for repairs.

George Shaw indicated there has been only one unit identified (#76) as having individual maintenance concerns that are the responsibility of the owner. CC&Rs indicate that the homeowner is responsible for everything from finished walls inward, and everything outside of that remains the responsibility of the Association. If a homeowner adds something resulting in an exterior change, the Association becomes responsible for maintenance of that item. Therefore, the Association is responsible for the repair/maintenance to Unit 60's roof vent in question. The Board directed management to obtain a roofing contractor to conduct this repair.

4. Additional Facilities Management Updates

All vehicles have been serviced and all necessary winter or all-season tires have been obtained. Pile burning started today by North Tahoe Fire. Billing for chimney inspections/cleanings and fire extinguisher servicing will be included in January statements.

E. OLD BUSINESS

1. Corporate Transparency Act - Lindsey

A federal court case has halted the filing requirement. Therefore, Lindsey has opted to hold off on filing for the Association. She has all required information, in the event that filing is required on short notice.

2. Town Hall – Insurance

A short town hall session was led by George Shaw regarding the topic of Insurance. It was proposed that another Town Hall Meeting on the topic would be held on Thursday, December 19. George Shaw will send out meeting information.

3. Employee Manual Update

Carlos Sanchez was not present at the meeting to report on the topic. Lindsey Pho noted she is approximately halfway through her review of the proposed handbook. She noted that any included policies will require enforcement and record-keeping. George expressed concerns with language included in the proposed document. George Shaw volunteered to connect with Lindsey Pho to help review the document.

F. NEW BUSINESS

1. Review / Approve Snow Barricades Procedure

Management received a request from the Homeowner at Unit 133 for a snow barricade on a picture window. Management has reviewed governing documents and procedures surrounding snow barricades and is looking for input from the Board to confirm the course of action. Management recommended continuing with the existing procedure, namely: the Homeowner is responsible for the cost of the barricade, and the Association is responsible for the cost of installation/removal of the barricade.

CARNELIAN WOODS
MINUTES OF THE BOARD OF DIRECTORS' MEETING

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There was brief discussion on the topic. The Board wished to keep the current procedures as recommended by management. Additionally, it was noted that there is at least one homeowner that has declined the installation of a previous barricade, and that homeowner has accepted responsibility, in writing via email, for any future damage caused by snow/ice.

2. Review / Approve Hot Tub Operating Hours

Management presented a proposed schedule for December 22 through January 4 that increases the operating days for the hot tubs. The Board agreed to the proposed schedule, with the amendment to change opening times for all days to 1pm, and add a note indicating that snow removal takes priority.

Winter operations beyond the holiday period were also reviewed. Hot tubs are currently operating 3 days per week (Friday through Sunday). Management proposed two possible alternative schedules: 5 days per week operations (closed 2 mid-week days), or 7 days per week operations (reduced/earlier operating hours on 2 mid-week days).

George Shaw made a motion to approve increasing Hot Tub operating days to 5 days per week for the winter season. No second, motion died.

Following the holiday period, hot tub operating days will return to Friday, Saturday, and Sunday only. For holiday weekends, the Board would like to see the hot tubs open on Monday holidays.

G. FUTURE MEETING DATES

1. Thursday, January 9, 2025, Quarterly Meeting – 4:00pm
2. Thursday, February 13, 2025, Monthly Meeting – 4:00pm

H. FIREWISE UPDATE (Not on the Agenda)

Celia Barry reported that the Association's Firewise Certification was renewed through the end of 2025. George Shaw has posted this information on the website.

I. RECESS TO CLOSED SESSION

J. ADJOURNMENT

The meeting was adjourned at 6:54pm.

Disclaimer: The meeting minutes, including confidential minutes or any other attached addendums, are the responsibility of the Condominium or Homeowners' Association, and it is the Board's responsibility to ensure the minutes are correct and complete prior to approving. The meeting minutes are a summary of the meeting discussion only.

Larry Nowels, Secretary
Larry Nowels, Secretary (Jan 20, 2025 14:17 EST)

Jan 20, 2025

Secretary or Director

Date






2024 12 16 CW Board Meeting Minutes APPROVED

Final Audit Report

2025-01-20

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