



# *Calaveras Timber Trails Association*

*P O Box 362, Avery, CA 95224*

*209 795-2130*

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## **Open Monthly Meeting**

Meeting: Member Open Monthly Meeting Minutes

Date: November 14, 2020

Location: Calaveras Timber Trails Teen Center & audio/video Zoom

Chairperson: Marc Grimm, President

Secretary: Carol Keen

### In Attendance:

President – Marc Grimm via Zoom  
Vice President – Ana Schlaht  
Secretary – Carol Keen via Zoom  
Treasurer – Matthew Holian via Zoom  
Director of Maintenance – Steve Soderlund via Zoom  
Director of Fire & Safety – Russell Bowles  
Director of Rules & Design – John Vanzwaluwenburg

### Call to Order:

Marc Grimm called the meeting to order at 11:08 A.M.

### Approval of previous minutes:

Matthew made a motion & Steve seconded to approve the minutes from the October 10, 2020 Open Board Meeting. No further discussion. Motion made and carried. The minutes were approved as written.

### Review of Agenda – Marc Grimm

- President's Summary
  - a) Marc reported that 27 members were participating in this meeting via Zoom
  - b) Marc informed the members that as a standard of practice, all items discussed or considered during the Board's Executive Session that are not protected by statute will be included in all open meeting agendas.
  - c) Park entrance gate and keycards – Marc said the implementation of Phase I of the park's security upgrade is going smoothly.

- d) Status of office technology upgrades – Marc informed the members that the Board has been working on upgrading the office technology. The members should be noticing improvement in the Park’s voicemail, emails and Wi-Fi service. The Board is also in discussion regarding increasing the Park’s bandwidth throughout the park thus making Wi-Fi available to members via a subscription with additional member cost for those who sign up for the service.
  - e) Park & COVID-19 Status. – Marc informed the members that maintenance is starting to get the Park ready for the winter months and that the Board will revisit the Park’s COVID-19 restrictions on a monthly basis. In the meantime, the office will remain open for in-person with COVID-19 restrictions, the laundry will remain closed, the pool is closed for the season, pump outs are Monday, Thursday and Saturday, and the five (5) Comfort Stations will remain open until further notice. A full update of the Park’s COVID-19 status will be included in the November Newsletter and posted on the website.
- Maintenance Director & Supervisor Summary – presented by Steve
    - a) The Park is pretty much shut down for the winter.
    - b) The office now has a real flushing toilet with proper ventilation in their restroom.
    - c) Park Dumpster – Reminding members to only put household garbage in CTTA’s dumpster. CTTA has been charged extra for the unacceptable items that are being put in the dumpster. There are now active cameras that will help staff identify individuals who may dispose of acceptable items in the dumpster. Members will be alerted to this via CTTA’s website, the Monthly Newsletter and signage by the dumpster.
    - d) Steve gave kudos to the Park’s maintenance staff for all their hard work. Been a very difficult year with the COVID-19 and such.
- Office Manager Summary – Presented by Bonnie
    - a) Raffle Tickets – The Association made a profit of \$996 for the Recreation Committee. (Update as of November 23, 2020 – 480 total tickets sold for a profit of \$1028.00).
    - a) Raffle Drawing – At this time, there was a drawing for the payment of a member’s annual assessment dues. The winner was member on site V-27.
    - b) Accounts Receivable Report – Bonnie reporting the Aging Report shows money owed over \$45,000. This accounts for past due November dues and accumulation of outstanding assessed fines.
    - c) Foreclosures. The pending eleven (11) foreclosure’s 90-day wait period since filing in the court system has past and now the next step is to advertise the sale of the memberships for 3 weeks. After this, the memberships go to auction.
    - d) Small Claims Court – Demand letters were mailed to 3 members. The members will have 30 days to respond or pay what is owed in full or CTTA will take further action in Small Claims Court.
- Secretary Report
    - New members were introduced – refer to attached.
- Treasurer Summary – presented by Matthew
    - a) Should have the financials reviewed by March. Matthew then wanted to clarify that the Reserve Study proposed an increase in dues by \$30 each month to meet CTTA’s Reserve Budget needs. At no time has the Board discussed or recommended an increase. Matthew said he will continue to review and report back to the Board and the members with a more detailed report of CTTA’s financials.

- Rules & Design Progress Report – Presented by John
  - a) John welcomed all new members to the park.
  - b) Reminded members to make sure for any site improvement they fill out and submit the Site Improvement Form to the office.
  
- Committee Report
  - Recreation – No report
  - Boatyard – No report
  - By-Laws – No report
  
- New Business
  - a) Frank wanted to remind all members to make sure they shut water off at their site and disconnect all hoses. Don't want a freeze to damage pipes and/or RVs.
  
- Open Forum – No member participated in today's open forum.
  
- Next Meeting:  
No December Open Member Board Meeting. The next monthly Open Member Board Meeting is scheduled for January 9, 2021 at 11:00 AM.
  
- Adjournment:  
Matthew made a motion & Steve seconded to adjourn the meeting. No further discussion. Motion made and carried. The meeting was adjourned at 11:30 A.M.

Respectfully Submitted,



Carol Keen, Secretary