

Minutes of the 1/16/21 (postponed from 1/9/21) Regular Meeting of the Board of Directors  
of the Mountain Valley Association

Held at Quail Valley Water District, 24750 Sand Canyon Road, Tehachapi, CA

1. Meeting called to order at 9:04AM by Hardenbrook. Board members present: Randy Hardenbrook, Rita Leonard, Jean Grodewald, Patt Birley. Absent: Joan Tyer. Quorum met.
2. Motion by Birley to accept agenda. Grodenwald 2<sup>nd</sup>. Motion carried unopposed.
3. Public comments: None
4. Motion by Birley to accept minutes of 9/12/20 meeting as written, Grodenwald 2<sup>nd</sup>. Motion carried unopposed.
5. D&O reports: Hardenbrook reported he spoke with an attorney and contacted several management companies.

**Action items:**

6. Monthly financial reports – Checking account, reserve account, operating revenues and expenses reviewed. Motion by Grodewald to approve payments and expenditures. Leonard 2<sup>nd</sup>. Motion carried unopposed.
7. Motion by Grodewald to adopt policy for communicable disease prevention. Leonard 2<sup>nd</sup>. Motion carried unopposed. The policy conforms with state mandates. Volunteers are considered employees and must be treated as such including Workers Compensation Insurance.
8. Leonard motioned to allow volunteers to return to work during the pandemic with approval of the disease prevention policy. Birley 2<sup>nd</sup>. Motion carried unopposed. Volunteers must comply with the policy, therefore a volunteer will be designated as supervisor to ensure compliance and to prepare all employee documentation needed including any claims for workes compensation. If there are four (4) or more claims for Covid-19, it will be presumed work related. Less than that the claimant(s) will have to prove work related.
9. Discussion of letter received from a very long time member and former Board member claiming to have not received the statement for 2021 and stating they would not pay late fee due. Member aware of yearly assessments and late fees regardless. Motion by Leonard the late fee not be waived and applied to the next statement along with any interest accrued. Grodewald 2<sup>nd</sup>. Hardenbrook abstained. Motion passed unopposed.
10. Brief discussion of the need to price additional cold paste and tar for paved road repairs. No action
11. Hardenbrook contacted three management companies only one of which replied. He spoke at length with Mr. Monson of CA Association of HOAs, Inc. Leonard motioned to retain their services, Grodewald 2<sup>nd</sup>. Motion carried unopposed. The services provided include financial and other administrative duties including preparing for the election. A \$5000.00 fee for the first year.
12. Motion by Birley to hire Roseman Law firm to re-write the election rules to ensure compliance with new state HOA election laws. A flat preparation fee of \$400.00 is the cost. Leonard 2<sup>nd</sup>. Motion carried unopposed.
13. No action
14. Future agenda items: Change of banks due to local Union Bank being closed; collections; budget; change of attorney; employee manuel
15. Having no further business to come before the board, Birley motioned to adjourn. Meeting adjourned 9:45AM

Next regular meeting February 13, 2021

Approved as written:  Y  N

  
Joan Tyer, Secretary