

LOCKE MANAGEMENT ASSOCIATION
Meeting of the Board of Directors
January 11, 2011

The Board of Directors of the Locke Management Association held a meeting at the Locke Boarding House in Locke, California.

I. Call Meeting to Order – Establish

The meeting was called to order at 6:36 p.m. by Chairman Ooms. A quorum was present, consisting of Directors Eng, Chu, Braziel, Woo, Mendel, Wester. Absent were Directors Correia, Leung, Ragona and Giannetti-Mabalot.

Question was discussed briefly about the vacant seat assigned to California State Parks. It was pointed out Kelly Clear has informally filled the position since the resignation of Gary Lyons. State Parks administration considers there is a conflict of interest for them to formally fill the position since the LMA and the LF rent the first floor of the Boarding House. A problem could exist in cases of a tie vote as the original structure of the Board is for 13 voting members.

II. Approval of Minutes

The Board reviewed the minutes from the December 14, 2010 meeting. A motion was made by Director Woo and seconded by Director Mendel for approval, minutes were approved.

III. Treasurer's Report

Property Manager Roberts reported the LMA bank balance as of the end of December, 2010 as \$59,371.68. The Profit and Loss Statement, Budget vs Actual, was reviewed. After discussion, Director Mendel moved for approval, seconded by Director Woo. Director Giannetti-Mabalot joined the meeting at 6:43 p.m.

IV. Communications

None.

V. Old Business

a. ACTION ITEM – Garden Master Plan Advisory Committee Recommendations

The revisions to the Garden Master Plan draft was reviewed by the Board. The existing plan was adopted in October 2007. A committee consisting of Directors Ooms, Alexander and Wester submitted their recommendations for updating the Plan in November to the Board. The committee's recommendations were integrated and highlighted in red for distribution at this meeting.

Results of the review included revisions to set the initial lot cleaning deposit at \$65.00, Rule #6 addressing storage containers be defined to not exceed 3' in height, and Rule #17 was precisely defined in regards to use of heavy equipment and machinery operation hours and 72 hour notice if a volunteer work party is organized for the week-ends.

The plots traditionally used in the past as Sharon's, Mark's or Martine's gardens were not included in the new plan.

A motion was made by Director Woo for approval as corrected, seconded by Director Mendel. The Garden Master Plan Revision was approved.

VI. New Business

a. ACTION ITEM – Seating of New Board Members

The newly elected Directors – Brady Bevis Dresden (representing the residential property owners) and Dustin Marr (representing the commercial property owners) were introduced by outgoing Chairman Ooms and welcomed to the Board. Appreciation was expressed for Director Ooms' and Giannetti-Mabalot's service on the Board.

b. ACTION ITEM – Election of Officers for 2011

Vice Chair Chu conducted the nomination process for the election of officers for 2011. The slate of officers nominated for 2011 were Clarence Chu for Chairman, Dustin Marr for Vice-Chair, Brady Dresden Bevis for Secretary and Brock Alexander for Treasurer. A motion for approval of the slate nominated was made by Director Brazier, seconded by Director Woo. The nominated slate was unanimously approved.

c. ACTION ITEM – Approval of Budget 2011

Citing the need for more volunteer efforts to fill in the areas of service cut back in the proposed 2011 budget, the Board discussed the resulting reduction of assessments to property owners to \$50 for residential parcels and \$100 for commercial. The overall budget was reduced by 20%. Manager Roberts reported she will be providing a check register report to simplify financial reporting and will continue to offer suggestions of savings that could be accomplished with minimal loss of services, despite a voluntary 50% cutback in Manager's wages.

Discussion resulted in the intention of the Board to reinstate their Board Retreat without any Budget expense to the LMA or LF. Tina Giannetti-Mabalot extended an offer to serve as a facilitator for the Retreat as a donation of her expertise and time to the Board. The discussion was tabled for review at the next Locke Foundation meeting for review and approval.

The advertising budget category was increased to \$3,000 for special event promotion. A committee will be sought from Board members and volunteers from the business community to possibly consolidate resources and funds for effective promotion of Locke community events.

In an effort to reduce accounting expenses, a new procedure will be implemented eliminating monthly billing for LMA assessments. The owners will be furnished envelopes and a calendar schedule to remit their payments – payment options will exclude cash payments, but will include direct deposit from checking accounts, direct bill pay from owner's accounts and mailing of checks or money orders. Minutes and financial reports will be available via e-mail, downloaded from the LMA website or picking up copies at the Boarding House Museum.

Director Mendel moved for acceptance of the 2011 Budget as presented by the Budget Committee, seconded by Director Brazier. The budget was unanimously approved.

VII. Executive Officer/Property Manager Report

Manager Roberts reported that gravel has been brought in and potholes filled, the new cyclone fence for the parking lot has been installed, timer lighting schedule is being fine tuned, two acts of vandalism have been reported, and a couple of code enforcement issues are being addressed.

VIII. Public Comments for Items Not on Agenda

Report of lighting outage at archway on Main Street, slippery stairways during wet weather. Challenge of letter written to newspaper addressing Franchise Tax Board issues. Board member expressed displeasure with press coverage by local newspaper.

IX. Announcements

Soroptimist Diane Thomas urged donations to their fundraiser for solar ovens for women in need in Darfur. A small donation can provide badly needed cooking ovens and help insure their safety from the danger of collecting firewood in remote areas that subject them to harm.

X. Adjournment

The meeting was adjourned at 8:04 p.m.

The above minutes were prepared by the Recording Secretary and are subject to Board Review.

Shirley Roberts

Shirley Roberts

2-8-2011

Date