



# Yosemite West Property & Homeowners, Inc. (YWPHI)

<http://www.yosemitewest.org/>

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## YWPHI Board of Directors Meeting Minutes 2PM on Sunday, September 3, 2017

### Invited Participants

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#### Board Member or Officer-elect

Ted Williams (present)	Board Term 9/2015 to 8/2018
Scott Renfro (not present)	Board Term 9/2011 to 8/2020
Mike Stepien (present)	Board Term 9/2010 to 8/2019
Bert Kroon (not present)	Board Term 9/2012 to 8/2018
Sergio Pellegrino (present)	Board Term 9/2017 to 8/2020
Katrin Kuttner (present)	Board Term 9/2017 to 8/2020
Gary Mazzone (present)	Board Term 9/2017 to 8/2020
Brian Bond (present)	

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#### Agenda items:

- 1) Election of BoD officers. We select officer functions annually within the BoD. After nomination discussion, the following officers were elected by unanimous voice vote:

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#### 2017-2018 Officers

Ted Williams – President
Mike Stepien – Vice-President
Scott Renfro – Secretary
Brian Bond - Treasurer
Gary Mazzone – Membership officer
Katrin Kuttner – Communications officer

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This year, we have added 2 new officer functions to the Board.

- a) Membership officer has the role to make more efficient the process of collecting information on new members and maintaining the database of paid members. A goal is to separate this function from the Treasurer's role, so that the Treasurer can focus on financials. The Membership officer can decide the best course forward,

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using either Quickbooks, Excel, another database software, or consultation with a database consultant.

Additionally, the membership officer has responsibility to recruit new members, either by direct paper mailing or by obtaining other contact information for new property owners. Brian mentioned that he has a contact (Patrick) who may be able to get just the updates from Mariposa county's data.

- b) Communications officer has the role to better refine the overall messaging and image of YWPHI. This includes creating content for distribution or posting that is beneficial to members and the overall YW community.

- 2) Rate-Study news. Proposal could be presented at a special YWMDAC meeting, still being postponed, with no new date committed at 6/8/2017 YWMDAC regular meeting, nor expected at 9/7/2017 meeting.

As discussed at the main members' meeting, there is not yet a proposal from the County, since Public Works has been absorbed in dealing with the fires.

- 3) Ratify by-laws amendment to allow members right/duties to be assigned to kin.

By-laws amendment passed at the main members' meeting, and President will update the posted By-laws on the YWPHI website.

- 4) Status of updating of membership database with Property tax data and email signups.

Treasurer has completed the updates from the property tax data received in April 2017.

Sergio raised question of whether the YWPHI website could be enhanced to use a log-in and self-maintenance of members' contact information. This possibility is within the scope of the Membership officer's choices. But the task of maintaining an ownership database to contact potential new members is bigger than just what self-maintenance on the website could achieve, so an effort to enhance the website to use login would not solve the larger task.

- 5) Mailing for welcoming new residents/owners and invitation to join YWPHI

Now a function of the Membership officer. New membership officer Gary was given copy of the membership letter that Ted mailed last year and he can revise the letter as needed for current year.

Treasurer reported that there were 84 members who paid 2016-2017 dues.

- 6) Coming mailing for \$50 dues invoices

Treasurer has updated the YWPHI PayPal page to charge the new \$50 amount.

Treasurer has received many payments already for the 2017-2018 membership year, and together with Membership officer can decide how to best send notice/reminder to past members who need to renew. Historically, this has been in the form of an email "invoice", and the mechanics may be modified for ease of implementation.

- 7) Fire Grant Work (both 2016 and 2017 issued grants), and new grant application writing. Need a new volunteer to be grant liaison.

Kim O'Neil informed the YWPHI members of the challenges to disburse the funds already granted in the 2016 and 2017 issued fire grants.

There is currently no one signed up to write a new fire grant proposal for 2018. Part of the choice going forward is to research whether there are other grant funding agencies, even if the dollar amounts for grants are less.

A possibility to investigate is whether our current grant fiscal sponsor, the Yosemite/Sequoia RC&D (Resource Conservation and Development Council Mariposa District), a Northfork non-profit, could also be directly engaged/paid to write grants on our behalf.

- 8) Sign (community map by mailbox). New map sign, and proposals for "postcard" sign.

Our "map" sign was posted in June 2017. The new communication officer can consider what further proposals to make to the BoD for an additional sign that would be a more picturesque welcome for both residents and visitors.

- 9) Distribution and posting of fire safety flyers from Katrin.

Communications officer Katrin has proposed publishing a flyer that could be distributed and posted, especially to spread fire-safety information to visitors and renters. Katrin will take next steps, including making further proposal to the BoD, physically distributing flyers via the mailbox shed or other means, or requesting reimbursement for printing costs.

- 10) Status, concerns regarding sale of 44 acres on the large parcels A, B, C near mailboxes.

Ted informed current BoD of the history and previous posting of the Planning commission packet at [http://www.yosemitewest.org/Mariposa\\_response\\_public\\_comments\\_20161202.pdf](http://www.yosemitewest.org/Mariposa_response_public_comments_20161202.pdf)

- 11) Entity status - HOA (1120-H) vs Non-Profit 501(c)4. Fire grant applications would need a letter from IRS confirming our non-profit status.

With no new grant applications now in progress, the urgency of this topic is lessened. Nonetheless, since it is a long term issue, Sergio volunteered to investigate whether anyone in the community can provide pro-bono legal advice as to how to take any next steps.

Additionally, a similar legal question that Sergio also raised at the main members' meeting, and would be appropriate further exploration with attorneys, is investigating whether there is a role for YWPHI in helping to raise funds for building the Fire Station on the Nature bridge site. Since the cost is estimated at \$2.2M (per Moose Mutlow of Nature Bridge), one question is whether there is any much smaller amount that YWPHI or the YW community could provide that could trigger or enable a grant or government agency to provide the bulk of the funds.

- 12) Discuss and confirm a proposed YWPHI budget for 2018 Membership year. Treasurer may have an updated proposal from starting baseline proposed by President:

Income item	Income \$
Membership dues	<b>\$4,500</b>

Outlay item	Outlay \$
Fire safety expenses	\$1,200
Insurance	\$1,000
Legal	\$750
Food/picnics	\$700
Misc fees	\$250
Maintenance	\$300
Supplies / Office	\$100
Savings allocation	\$200
Total Outlay	<b>\$4,500</b>

The amount for fire safety expenses may need to be increased because YWPHI will need to pay for the chipping expenses for 2018, since the fire grants will likely not be available to cover this cost in the future. Historically (with the exception of the last 3 years), YWPHI has paid for the chipping program each spring.

In conjunction with the budget, the President noted the principles for disbursements. The YWPHI By-laws do allow either the President or Treasurer to disburse amounts less than \$500, and amounts over \$500 with approval of both the President and Treasurer.

The President states/request that our working principle should be more restrictive, namely that amounts over \$200 require approval of both the President and Treasurer, and non-budgeted expenses over \$500 require a vote of the entire YWPHI Board of Directors.

## New Topics:

- 13) In addition to the revenue of Membership dues, Katrin asked whether the mailbox shed or any new posted signs could generate revenue for YWPHI by charging advertising fees to rental operators. This idea could be a possibility, but we would need to make a concrete proposal of value before approaching operators for advertising. The concept is on hold, pending future proposals.

- 14) Katrin asked about CCR (Covenants, Conditions, and Restrictions) update and enforcement. The CCRs applicable for all YW properties are from a document

authored by Yosemite Highlands Inc in 1967. The YWPHI does not have authority to modify the CCRs, so any updating would need to be enacted by the Mariposa County Planning Commission. There are many issues not addressed by the CCRs. For example, the CCRs make no statements about landscaping (or water consumption for landscaping), so the community needs to self-enforce reasonable practices.

- 15) Below is the proposed schedule of future meetings for 2018. In recent years, traffic in Yosemite on holiday weekends has become a nightmare, especially with the road closures. Mike Stepien raised the question of whether the general members' meetings for 2018 could be moved to non-holiday weekends, but this would forego the benefit of "3-day weekends" allowing commuting owners to attend meetings on Sundays and still not need to travel until Monday. This discussion was noted, and can be reconsidered in future BoD meetings if we wish to make changes, such as reducing to 1 meeting per year or moving the meeting dates.

### BoD meeting Schedule proposed for 2017-18

Date / Time	Central Agenda
09/03/2017 (Sunday noon)	Appoint officers and committees
01/09/2018 (Tuesday 7pm)	Update communications on YWMDAC
04/03/2018 (Tuesday 7pm)	Plan Memorial Day picnic, select speaker
07/10/2018 (Tuesday 7pm)	Plan Labor Day annual meeting

The next YWPHI **members'** meetings are:

- 1) Noon Sunday 5/27/2018 = Memorial Day Picnic and Fire Safety speaker.
- 2) Noon Sunday 9/02/2018 = Labor Day annual Members' business meeting.

Previously, Article III section 2a defined "Member" as

*A Member of the association must be an owner of record of a lot in Yosemite West and be either (1) an individual or (2) a couple (who together are entitled to a single combined vote). Each member shall be entitled to one vote, regardless of the number of lots owned. Where a lot is owned by a partnership or corporation, that entity may designate one individual who shall be eligible for membership.*

2017 Amendment of YWPHI Bylaws:

Article III section 2a now reads:

*Ownership of a house or lot in Yosemite West qualifies any ONE of the following to be a designated Member of the Association:*

- 1) An individual owner*
- 2) A couple with joint ownership (who together are entitled to a single combined vote)*
- 3) A designated "next-of-kin" adult in the owner's immediate family (spouse, child, or individual authorized by a power-of-attorney document) who serves as Member by choice of the recorded owner*
- 4) A designated individual chosen by a partnership, trust, or corporation lot owner*

*A lot or property ownership entitles only one Member, from one of the above categories.*

*Each Member shall be entitled to one vote, regardless of the number of lots owned.*

*Designation of the authorized individual Member for any of the above ownership categories may be indicated or changed by written notice to the secretary of YWPHI, and designation shall remain valid until revoked or property ownership changes.*