



COMMUNITY ASSOCIATION

Mill Creek Community Association Board of Directors Meeting

Thursday, November 21, 2024

4:00 PM Online/Boardroom

Minutes

President – Sid Siegel

Secretary – Jill Cheeseman

Director – Earl Bardin (absent)

Director – Evert Pretorius

Vice-President – Open

Treasurer – Kristi Zevenbergen

Director – Mel Silver

Association Director – Hilary Bublitz

Board of Directors Meeting Call to Order:

4:03 pm

Member Input: None.

Consent Agenda

- Approval of Prior Minutes
 - October 16, 2024
- Approval to pay McLeod Construction \$101,013.28 from the Reserve Account for the shop repairs.
 - Note: This is identical to the amount in the accepted bid, and MCCA has already received these funds from our insurance company.
- Approval to pay Pacific Engineering Technologies \$619.50 from the Reserve Account
 - This is the final payment for engineering consults related to the big shop repairs.

Motion: Approval of Consent Agenda

Motion by: Jill **Second by:** Mel **Passed:** Unanimously

Treasurer's Report & Approval

Motion: Approval of the Treasurer's Report dated October 31, 2024.

Motion by: Mel **Second by:** Evert **Passed:** Unanimously

Association Director's Report

- Hilary discussed improvements made by Heartland for payroll but will be receiving bids from two other companies.
- Hilary informed the board the backup battery for the alarm system worked when the power went out during the wind storm.
- Hilary stated the board would be updated in the December planning session on the status of the health insurance coverage for the MCCA staff.

Old Business

- Shop Update
Hilary stated the steel pedestrian doors for both shops are installed, the insurance claim is closed and the two bay doors will be installed the week of November 25.

New Business

- Aspen shed application
Motion: To approve with the requirement the shed be screened from the view of neighbors.
Motion by: Mel **Second by:** Kristi **Passed:** Unanimously
- Board vacancy
Angela Darby resigned from the Board in October. The Board thanks Angela for her service. The Board will decide on a candidate to fill the vacant position.
Mel nominated Earl Bardin as vice president, Kristi seconded the nomination. The board voted unanimously to elect Earl Bardin as vice president.
- MCCA 401k plan
Hilary was instructed to update the 401K to comply with SECURE 2.0. All MCCA employees will qualify after one year of service.

- Board planning session
The board planning session will follow the format from previous years.
 - Reserve projects
 - Approval to pay Performance Painting up to \$3,700 from the Reserve Account for interior office paint.
 - Bid is \$3,350. The amount requested includes a 10% contingency if needed.
- Motion: Approval to pay Performance Painting up to \$3,700 from the Reserve Account for interior office paint.**
- Motion by:** Kristi **Second by:** Mel **Passed:** Unanimously
- Boardroom chair and table replacements
Hilary will present options for consideration in the December planning session.

Adjourn & Enter Executive Session

Motion: To adjourn Regular Session and enter Executive Session.

Motion by: Mel **Second by:** Evert **Passed:** Unanimously

Executive Session

- Legal update
- Employee Compensation

Adjourn Executive Session

Motion: To adjourn Executive Session and enter Regular Session

Motion by: Evert **Second by:** Mel **Passed:** Unanimously

Next BoD Meeting:

Board Planning Session: 9 am, Friday, December 6 @ Mill Creek Country Club

Meeting Adjourned

5:25 p.m.

Respectfully submitted,
Jill Cheeseman, Board Secretary