

Montevelle of Scotts Valley, Inc.
BOARD Meeting April 24, 2025 6:00 pm MILL
MINUTES

- 1. Call to Order /Roll Call:** the meeting was called to order by Kevin Brown at 6:02pm. Roll call: Kevin Brown, President; Margie Jennings, Vice President; Carolee Curtin, Treasurer; Shelley Neal, Secretary; Stephanie Smith, Director; Lori Strusis (absent), Director George Milder Director; and Elizabeth Leonhardt, Community Manager. 18 residents in attendance.

- 2. Adoption of Agenda:** Carolee Curtin moved to adopt the agenda, seconded by Margie Jennings, motion carried.

- 3. Board Decorum:** Stephanie Smith read the decorum to the attendees.

This year comes with a refreshed 2025 Board of Directors, and it's an excellent opportunity for a fresh start. This marks a pivotal moment for all of us to reset our focus on fostering a positive and productive community environment. It's a time to remind everyone of the importance of conducting ourselves professionally, assuming positive intent in our interactions, and treating one another with respect. By embracing these values, we can create an environment that encourages empathy, support, and collaboration, ensuring we are all working towards the success of our collective mission to create the ideal place for our Montevelle residents and employees. Let's approach this year with a renewed commitment to professionalism, respect and appreciation for one another. If you have an issue or concern with an employee, please remember you have multiple ways to report the issue. You can always let the office (Elizabeth) and/or reach out to Montevelle's Personnel Committee.

- 4. Open Forum:** During Open Forum the following topics were reported from residents in attendance.
 - No kids at the South pool concern.
 - Motorcycle noise concern.
 - Outsiders riding e-bikes inside the park.
 - Resident woodworking and power tool noise.
 - Bookkeeper Rates
 - Duck Safety Concerns

- 5. Memorial(s):** Peggy Rice Lot#93

- 6. President's Report:** Kevin Brown thanked Carolee Curtin, Kim Belliveau and Stephanie Smith for their well-done Community meeting presentation. Kevin reminded the residents who were present that it is illegal to feed any wildlife in the park and thanked the staff for putting up the duck signs. Kevin announced that the fire prevention yard cleanup is right around the corner and to please maintain the

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MINUTES

yard clean up. Management plans to send out a reminder notice next week. Kevin thanked the Social Committee on their Asian Fusion party and looking forward to the 4th of July event. Lastly, Kevin announced the upcoming Drama Group Play Sylvia and the shuffleboard event. Kevin reminded the residents present that feeding the ducks or any wildlife in the park is not recommended.

7. Approval of Minutes:

- a. Board meeting **March 27, 2025** and Executive meeting **April 2, 2025**.

Carole Curtin moved to approve the minutes listed above, seconded by Shelley Neal, motion carried.

- 8. Treasurer's Report:** March 2025. The financial records for Month end of March 2025, have been reviewed by the Treasurer and two board members and are hereby ratified.

- 9. Reports:** The Architectural report is included with the Park Service Foreperson's report. Montevelle Park Foreperson's & Maintenance Report for March- April 2025.

Committee Reports:

- a. Personnel (Y)
- b. Bylaws (N)
- c. Elections (N)
- d. Housekeeping (N)
- e. Recreation (Y)
- f. Safety and Emergency (N)
- g. Senior Resources (N)
- h. Social Activities (Y)

All committee reports received will be attached at the end of the minutes for this meeting. In addition, committee reports are all in the Committee Report Binder in the Mill.

10. Old business:

- a. **Discussion of 28 day posting of Montevelle's Rules and Regulations, Architectural Guidelines and Standing Operating Committee Guide Manual:** Margie Jennings moved to approve the few edits submitted by a resident for the Standing Operating Committee Guide. Seconded by George Milder, motion carried.

Montevelle of Scotts Valley, Inc.
BOARD Meeting April 24, 2025 6:00 pm MILL
MINUTES

Margie Jennings moved to adopt the Rules and Regulations, Architectural Guidelines and Standing Operating Committee Guide Manual. Seconded by Stephanie Smith, motion carried.

11. New Business:

- a. Discuss/Appoint Ad Hoc Committee for Gas Powered 2 wheelers:** After further research, the Board stated that scooters under 150cc are allowed in the park and there is no need for an Ad Hoc committee at this time.

- b. Discuss Community Yard Sale-** The Board unanimously agreed that the upcoming yard sale will be held on resident's driveways and the Mill parking lot (Ed and Tony would not be involved with set up). Outsiders are allowed onsite for purchases only. The hours will be 10:00AM-4:00PM.

Tentative date- May 31, 2025.

- c. Discuss Mirror Articles:** The Board requested Management to ask Greg Edmundson if the monthly Mirror can have a Board announcement section.

12. Adjourn Meeting: Margie Jennings moved to adjourn the meeting at 6:53pm, seconded by Carolee Curtin, motion carried.

Dates to Remember:

Next Board meeting May 22, 2025 following the Budget Adoption Meeting at 6pm for Fiscal year 2025/26

Approved by the Board of Directors

Margie Jennings
Signature Title

Date 9/15/25

Montevelle of Scotts Valley, Inc.
BOARD Meeting April 24, 2025 6:00 pm MILL
MINUTES

MONTEVALLE TREASURER'S MARCH 2025 REPORT

OPERATING ACCOUNTS (used for day to day expenses, monthly bills, wages, etc.)

Petty Cash	\$300
Comerica Checking	\$49,964
TOTAL OF ALL OPERATING ACCOUNTS	\$50,264.

RESERVE ACCOUNTS (Having a reserve account is required by Civil Code.)
This money is to be used if the repair or replacement is more than \$1,000
and is done less often than every 18 mos.

Santa Cruz County Bank Reserve Checking & HOA Savings	\$465,672
Comerica Reserve Money Market	\$516,501.
TOTAL OF ALL RESERVE ACCOUNTS	\$982,173

TOTAL OF ALL MONTEVALLE ACCOUNTS (as of March 31, 2025)	\$1,032,437
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YTD earned interest through March 31, 2025 \$12,962.00
Total funds change from February 28, 2025 = \$15,258.00

Anticipated Reserve Fund expenditures for this fiscal year	\$838,476.
Actual Reserve Fund expenditures spent to end of month	\$93,104.
	11%

Assessments and fees in Arrears:

1 residents for 2 months	
2 resident for > 2 months	
Total assessments in arrears	\$4,244.

Assessments in Advance:

4 residents for 1 month	
3 residents for 2 months	
10 residents for > 2mnths	
Total assessments in advance	\$21,799.

unaudited figures

The financial records for Month end March 2025 have been reviewed by the Treasurer and two board members and are hereby ratified.

**Montevelle of Scotts Valley, Inc.
BOARD Meeting April 24, 2025 6:00 pm MILL
MINUTES**

Park Service Foreman’s Report for March- April

South pool is now open. Friendly reminder to put down umbrellas and pack your trash. If you notice any non-residents in the pool area without a resident family member you can contact the office if it’s during office hours or a member of the board.

There have been a couple of sightings of new ducklings. Please be aware that they move slowly so drive with caution for the next couple of months. If you find any lost ducklings, you can contact Karen Beaumont at # 88.

If any resident notices any light, broken sprinklers or something that does not look right contact Park Services during office hours, after hours leave a message on the office phone 438-1390.

Reserve project completed:

Landscaping: Minor

H-Vac Mill

Hydro-jetting

Well: clean and repair

Reserve project in progress:

Sewer Line Phase Project

Landscape Trees

Fountain lights 1

Fountain lights 2

Fountain pumps

South pool is open 8:00 am to 10:00 pm remember quiet time is from 9pm to 10 pm., surrounding neighbors that hear people that are not residents are encouraged to contact the non-emergency number for Scotts Valley Police at (831)440-5670 if they hear parting in the pool after quiet time.

Architectural Report 3/24/25-4/21/25

<u>Date</u>	<u>Name</u>	<u>Lot#</u>	<u>Job description:</u>	<u>Minor/Major</u>
4/11/25	JONES	6	French Drain	Minor

Montevelle of Scotts Valley, Inc.
BOARD Meeting April 24, 2025 6:00 pm MILL
MINUTES

Ed's Monthly Report. February and March 2025

1. Prime and paint rusty spots on South Pool fence.
2. Replace breaker at Lodge.
3. Set up for Board meeting and take down.
4. Set up and take down for Oscars Party.
5. Set up and take down Woman's Group.
6. Replace light sensor #18.
7. Sand, prime and paint handrails at South Pool.
8. Sand prime and paint railings at Mill.
9. Fix 3 broken irrigation lines around park.
10. Fix broken irrigation line at Lodge.
11. Clean North Hot tub filters.
12. Make new Turtle Island.
13. Clean maintenance sheds.
14. Reset all timers in park.
15. Paint Turtle Island and put into Upper Lake.
16. Change broken timer for Upper Lake Fountain.
17. Put tables together for South Pool.
18. Work on sound cabinets install locks.
19. Landscaping around park.
20. Clean up Redwood Grove.
21. Clean up North pool area.
22. Pull Lilly Pads from Upper Lake.

Montevelle of Scotts Valley, Inc.
BOARD Meeting April 24, 2025 6:00 pm MILL
MINUTES

Housekeeping Committee Report
April 2025

- * Earlier in the year we were able to employ a person to do some in- depth cleaning of the Mill kitchen. This had not been addressed since pre-pandemic and the kitchen was really in need of cleaning. The ovens and the main stove were cleaned, including the tray that is under the burners; all the stainless steel, including the refrigerator and the hood above the stove, and the microwave was cleaned inside and out.
- * The interior of the frig was thoroughly cleaned. The cleaning supplies beneath the sinks were checked and old dry things thrown out. All the counter tops were wiped down, and also the outside of the cupboard doors. Some of the drawers were checked and shabby supplies were discarded or laundered.
- * We were limited on funds to clean all the interiors of the cupboards, but were able to significantly improve the cleanliness of the kitchen. The facilities were not used as much as normal during the pandemic years, but now that things are getting back to pre-pandemic usage patterns, we may need more cleaning to be done periodically.
- * Tony has said the janitorial service that is contracted by Montevelle may be able to step up and do more of this service so it would not get as bad as it has been. We will try to work with them to attain this objective.
- * I have included some photos of before cleaning for the Board in a separate file.

- * Periodic checks of the South pool change rooms were done and some things in need of improvement were identified. We will make a “honey-do” list for Tony and Ed and they can tackle the items when they return from their time off.
- * Now that winter is over and we are doing more activities out and about, I would invite those who have suggestions for improving the look of Montevelle, or have identified something in need of repair or cleaning to feel free to contact Dianne Overbo or Betty Dodd about it, and we will see if we can help with any issue you see. Our contact numbers are in the Montevelle directory.

Betty Dodd,
Housekeeping/ Property Enhancement Chair
April 2025

Montevelle of Scotts Valley, Inc.
BOARD Meeting April 24, 2025 6:00 pm MILL
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MONTEVALLE SOCIAL ACTIVITIES MEETING MINUTES
APRIL 09, 2025 – 2:00 – 2:55 PM

ATTENDEES: Bonny Schwank, Chair, Debby Goodell, Shelly Neal, Lori Strusis, Julie Mazurek, Sandra Norvall, Judy Smith, Gail Evans, Julia Halladay, Brunella Deeds

Budget: Judy Smith reviewed: Social Activities - \$3,189.86. Supplies - \$621.85
(purchased water pitchers, 4 chafing dishes, Sterno, egg slicer)

Asian Fusion Event Feedback: Overall very positive. Made \$386.98. Future changes:

- Residents to be given the opportunity after noon on day of the event to put place cards on tables. Those who do not will be assigned a table to be announced at check-in.
- Increased communication between cooks and servers.
- Wine to be served at the bar vs. at the tables.
- One entrée serving per guest. No soup.

San Lorenzo Band May 24, 2025: Bonnie and Julie Mazurek will coordinate the event. Cookies, water and lemonade will be served.

4th of July: Design for the posters and invitations is pending. All distribution and postings will be on Sunday June 8th with RSVP date of June 27th. Cost TBD. Menu was confirmed with BYOB. Check-in will begin at 11:00 am. Redwood Grove band will follow-up with Gail Evans 2 weeks before the event to confirm set-up details.

Miscellaneous:

Discussion ensued regarding the stove in the Mill. It was confirmed that a request is pending in the Reserve budget for 2026.

Respectfully submitted,
Julia Halladay

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