

Woodlands Association Board of Directors Meeting Minutes – 10/06/18

Board Members Present: Susan Pfau (by phone), Jared Asch, Pete DiNapoli, Erik Ehlers, Bill Gilmyers, and Todd McNeill

Board Members Not Present: none

Community Members Present: Ron Chesney

Erik called meeting to order @ 8:04 am

Bylaws: updated version distributed, and there was no community comment; as such, Erik motioned to approve, Pete seconded, all were in favor, and the bylaws were approved by the board.

New positions: the following positions were suggested for board members performing these roles:

1. Newsletter Editor
2. Director of Community Affairs
3. Webmaster

Erik motioned to approve these positions, Pete seconded, all were in favor, and the positions were added to the board.

Erik motioned to add the new titles to members who are performing these duties. Pete seconded, all were in favor. Board members in the new positions are as follows: Susan Pfau - Newsletter Editor, Jared Asch - Director of Community Affairs, and Todd McNeill – Webmaster.

Erik motioned to add community resident, Ron Chesney, as the Board Secretary. Pete seconded, all were in favor, and Ron joined the board as its secretary.

Financial update: Pete reported CD's at Bank of the Internet (Bofi) are coming up for renewal and the board needs to decide how to invest the funds. Bill to liquidate the CD's and transfer the monies to the Associations Bank of America (Bofa) checking account. Erik motioned, Pete seconded, and all were in favor. In addition Pete to propose a financial plan for how to invest the assets within the next three months.

It was also reported that some newsletter advertisers were delinquent in making payment; Pete is working to collect. In addition Susan, noted that a number of advertisers who are usually reliable about sending in their ads have failed to do so this month. Will continue to work with them and does not feel it is an issue but warrants watching. Erik promised to check back with Susan, the week of Oct 8, to see if she wanted him to reach out to anyone behind in their payments.

Website & Email update: Todd reported the renewals were complete; our domain for 1 year, and our website for 2 years. Todd will send Ron email information for the Secretary position.

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Speeding update: Susan and Jared; consensus based on feedback and reaction from Woodlands residents, as well as Ygnacio Woods in Concord, is that the program was a great success. At a future time, the board may investigate sponsoring deployment of additional electronic speeding sign (like the one on Peach Willow Lane just west of Valle Verde. Beyond that Board to limit it's ongoing activates vis a vis speeding as significant work and progress has been made on this front, there are limited additional avenues to pursue.

Police Forum: Jared reported the even had 45 people in attendance and that it was well received by both residents and city staff. Police leadership was well represented, and this was appreciated by the board and residents alike.

Upcoming City Council Candidate Event: Jared reminded the board of the event on Saturday Oct 20 from 9:30-11 am; he requested all board members attend and emphasized the importance of a good turnout so we're able to sponsor this sort of event in the future.

Jared will be adding posts to Facebook and Next Door; additionally, he will send board members an email that he'd like us to forward to friends and family. Erik to follow up with realtors asking them to let their customers know. Todd confirmed he's arranging coffee and is in pursuit of a PA; if anyone has one or can borrow one from someone, please let him know. Jared is also looking into creating fliers and will let the board know if possible and if he needs help.

Fire Safety: Bill mentioned there was another fire in our neighborhood in the past month; it occurred on Cassena Drive. The family is looking for temporary rental housing until their home is repaired, Bill connected the neighbor with a community member who offered to hel.. If anyone is aware of rental housing opportunities, it would be most kind to reach out to our impacted neighbors. Bill also reached out to the Djegal family, who lost their home in a fire earlier this year, to see if they need any assistance. None was requested.

Jared will consider writing an article on fire safety over the next few months; additionally, given we live with wildfire threats, this may be a future opportunity for a community event with the Contra Costa Fire Department.

Citrus Courtyard: Bill reported the project is proceeding and that the developer is willing to meet with us to share the most current plans. Bill will contact the Walnut Creek City Planner to have he / she join the meeting when it's scheduled. Bill to schedule a meeting with the developer as well. Ron mentioned the Planning Commission, consisting of city residents, might also be worthwhile to include as we plan the next community forum. Bill forewarned the group that once this starts up again, it will entail a good amount of work for the board.

Upcoming Newsletter Content: Susan acknowledged article submitted by Ron was received, and that we're set for the Nov newsletter. She's receiving candidate's statements and will include their photos.

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Susan reminded the board that she always welcomes evergreen articles that can be used for future newsletters.

Reaching out to schools; for example, Northgate HS Literature class for volunteers might be a possibility. At this time, no one on the board has contacts at the school, but we'll consider this over time and may come back to it later.

Agenda Items Deferred:

1. **Newsletter Editorial Standards** – we will bring up at a future meeting as time permits. The board agrees they are necessary, especially for newsletter articles, as we do not want submissions to become advertising or political platforms. Susan suggested we add the guidelines to our website so perspective newsletter contributors are aware of these guidelines
2. **Board Succession Planning** – Bill gave us a brief in our last meeting, so we start thinking about it and we do transitions in a manner that's not disruptive and is planned. He agreed to keep it top of mind and bring it up again soon.

Miscellaneous Item: new board members / members in new roles, are asked to provide a bio for inclusion in a future newsletter. We will also do a write up of the new bylaws in a future issue.

Erik motioned to adjourn; Pete seconded, and the meeting ended at 9:05 am