



REGULAR SESSION OF THE BOARD OF DIRECTORS

Thursday, October 23, 2025 Minutes

DATE AND LOCATION: MULTIPURPOSE ROOM A

CALLED TO ORDER AT: 6:03PM

AUDIENCE MEMBERS: Not Recorded

BOARD MEMBERS PRESENT:

1. Keith McLean	4. Laurie Robinson-	7. AJ Tischleder-Absent	10. Robb Gibbs
2. Taimi Van de Polder	5. Tom Henning	8. Rick Asai-	11. Daniel Rodriguez
3. Linda Bradley	6. Ray Meador	9. Stu Mitchell-via Zoom	

Note: Director Tischleder, as of this meeting, has four total absences unexcused by the President and is automatically removed from the Board per the Bylaws Article III, Section 5, (b)(iii).

ATTENDING:

Guest Presenter: Ben Hancock- Larson Gross

Staff Members: Michael Bennett General Manager, Spencer Huston, IT

Call to Order

President McLean called the meeting to order at 6:03 PM.

1. President called for motion to adopt the agenda.

Motion: Motion to adopt the agenda.

Motion By: Director Bradley		Seconded By: Director Asai	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained	

2. Announcements.

- Trunk or Treat is this Saturday from 1 to 3. Early due to a wedding in the Barn. If we have high winds the location will be moved but will still happen and not be canceled.
- We have a Candidate Meet and Greet. Sunday 3:00-6:30 in the Dance Barn.
- Native Garden Plant Team of Parkview this Saturday at the Welcome Center. All the plants are potted out there, and we have sandwiches for volunteers.

3. Property owner comments.

- Area Z Garden Manager spoke to charging the garden for water and a need for finalized decision.

4. Consent Agenda-None

5. Reports

a) Financial Reports

- i) Audit Report Presentation-Ben Hancock, Larson Gross.
(pages 3-28)
- ii) August 2025 Financials Joel Heverling, Finance Director

(pages 29-34)

b) GM October Report (pages 35-39)

c) **Committee Updates**-Yearly reports due to Secretary by Friday.

i) **Architectural Control**-Nothing.

ii) **Document Review**- Policies to present later in meeting

iii) **Finance Committee**- Capital requests later in meeting.

iv) **Long-Range Planning**- Had meeting and working on a survey.

v) **N&E Committee**- Two candidate forums went well. Meet & Greet soon. Reported on closing voting dates coming up as the AGM gets close.

vi) **Safety Committee**- None

6. Continuing Business

i.) **Discussion Area Z Garden License Renewal**

∴ The Board of Directors of SVCA sign a 5-year lease with Area Z Garden and charge the garden club \$10 per plot per year.

Motion By: Director Asai		Seconded By: Director Bradley	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: 4	Against: 2	Abstained:	

Note: GM to put lease together to present to the Garden Club to discuss among themselves. Bring the lease back to the November 13th meeting for Board to review,

7. New Business

i) **Discussion/Approval 2026 Board Meeting Schedule**

Motion: To accept this 2026 board calendar schedule (with changes as discussed) and schedule November 13th, 2025. our November meeting, of the board in November this year, and December 11th for our December board meeting.

Motion By: Director Bradley		Seconded By: Director Gibbs	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained:	

ii) **Capital Request-Lake Louise Slide Gate Replacement, Phase 2**

Motion: Move that the SVCA Board of Directors approve the allocation of \$40,890.48 from CRRF funds as a change order to CRRRF Capital Code 9725.08 to complete Phase 2 of the Lake Louise Slide Gate Replacement Project and authorize the General Manager to execute a change order with Stremler Gravel, Inc. as per the proposal dated September 10th, 2025.

Motion By: Director McLean		Seconded By: Director Bradley	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained:	

iii) **Capital Request-Snow Removal Equipment**

Motion: Move that the SVCA Board of Directors approve the allocation of up to \$35,000 from CRRRF for the purchase and installation of snow removal equipment as outlined, authorizing the maintenance and facilities manager to proceed with procurement and installation.

Motion By: Director McLean		Seconded By: Director Bradley	
Approved: X	Not Approved:	Tabled:	Died:

In Favor: Unanimous	Against:	Abstained:	
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iv) Capital Request-Maintenance Truck OP-23 Replacement

Motion: Move that the SVCA Board of Directors approve the allocation of \$56,243 from CRRRF for the purchase of a replacement maintenance truck, for OP-23, and authorize the general manager and maintenance manager to negotiate final purchase terms with the selected vendor, including trade-in or sale of OP23, with any unspent funds returned to CRRRF.

Motion By: Director McLean		Seconded By: Director Bradley	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained:	

v)Amend or Rescind SVCA Policies

Motion: I would make a motion to amend the Procurement and Purchasing Policy as written. To remove item number 3 out of the Purchasing Procurement Policy?

Motion By: Director Bradley		Seconded By: Director Van de Polder	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: By Majority	Against:	Abstained:	

Motion: Move that the SVCA Board of Directors approve the procurement and purchasing policy with amendments and the Association Involvement in Member Property Matters and rescind the ACC Policy 1996-07 building permits.

Motion By: Director Bradley		Seconded By: Director Van de Polder	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained:	

Motion: Move to closed session at 8:51pm

Motion By: Director McLean		Seconded By: Director Gibbs	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained:	

8 Executive Session

- a. Personnel
- b. Contract /Lot Sale Negotiation

Motion: Return to Open Session at 10:26pm

Motion By: Director McLean		Seconded By: Director Van de Polder	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained:	

Actions coming out of closed session.

Motion 1: Move that the Board of Directors authorize the General Manager to execute the purchase and sale agreement

for the sale of the SVCA-owned lot at 33 Louise View Drive for \$25,000. Subject to the terms and contingencies outlined in the offer, and to proceed with closing through Whatcom Land & Title

Motion By: Director McLean		Seconded By: Director Bradley	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained:	

Motion 2: Move that the Board of Directors extend an offer of employment to the preferred candidate for GM.

Motion By: Director Bradley		Seconded By: Director Van de Polder	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: 5	Against: 2	Abstained:	

Adjournment: 9:10:28PM

Approved by: _____
Linda Bradley, Board of Directors Secretary