

1 **BOARD OF DIRECTORS BUSINESS MEETING MINUTES**

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3 **ASSOCIATION NAME:** Sudden Valley Community Association

4 **DATE AND LOCATION:** Thursday, November 10, 2022 [Hybrid Meeting]

5 **CALLED TO ORDER AT:** 7:15 pm

6 **AUDIENCE MEMBERS:** Not Recorded

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8 **BOARD MEMBERS PRESENT:**

1. Andrew Tischleder	5. Nancy Alyanak	9. Taimi Van Der Polder
2. Sam Shahan	6. Asia Andrade	10. Keith McLean
3. Sonia Voldt	7. Linda Bradley	11. Michael Wadsworth
4. Brian Cope	8. Stu Mitchell	

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10 **BOARD MEMBERS ABSENT:** None

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12 **STAFF MEMBERS:** Jo Anne Jensen, GM; Mike Brock, Maintenance Superintendent

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14 **This meeting was opened with an affirmation of SVCA’s Land Acknowledgement and Anti-Racism**
15 **Statements.**

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17 **Item 1) ADOPTION OF AGENDA**

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19 **MOTION TO:** Adopt the agenda.

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21 **MOTION BY:** Director Alyanak **SECONDED BY:** Director Shahan

22 **APPROVED:** X **NOT APPROVED:** _____ **TABLED:** _____ **DIED:** _____

23 **IN FAVOR:** Unanimous

24 **AGAINST:** None. **ABSTAINED:** None

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26 **Item 2) CONSENT AGENDA**

27 **2a. Approval of Minutes: October 25, 2022, October 27, 2022, November 3, 2022**
28 **Corrections were needed and approval was deferred to the next meeting.**

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30 **MOTION BY:** _____ **SECONDED BY:** _____

31 **APPROVED:** _____ **NOT APPROVED:** _____ **TABLED:** _____ **DIED:** _____

32 **IN FAVOR:** _____

33 **AGAINST:** _____ **ABSTAINED:** _____

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35 **Item 3) ANNOUNCEMENTS**

36 **3a.** Director Voldt announced that all of the committees are looking for volunteers and directed
37 interested members to go to SuddenValley.com to submit an application.

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39 **Item 4) Property Owner Comments**

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41 **Item 5) General Manager Report**

42 **5a.** In lieu of presenting a new report, Jo Anne Jensen directed members to access the
43 Operational Highlights presentation given at the AGM and posted to the
44 SuddenValley.com website.

45 **Item 6) New Business**

46 **6a. Certification of 2022 AGM Results**

47 Director Wadsworth presented a summary of the AGM results along with the documentation
48 certifying the outcome.

50 **MOTION: That the BOD approve the certification of the AGM results.**

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52 MOTION BY: Director Tischleder SECONDED BY: Director Cope

53 APPROVED: X NOT APPROVED: _____ TABLED: _____ DIED: _____

54 IN FAVOR: Unanimous

55 AGAINST: None. ABSTAINED: None

57 **6b. Presentation of 2022 Snow Plan**

58 Jo Anne Jensen, GM, and Mike Brock, Maintenance Superintendent, jointly presented the 2022
59 snow plan. Discussion followed.

61 **6c. Recommendation to revise SVCA organizational structure**

62 Jo Anne Jensen, GM, presented a revised organizational structure for the consideration of
63 the BOD.

65 **MOTION: That the BOD direct Jo Anne Jensen, GM, to work with the Executive Team to finalize
66 the job description for the Chief of Staff and distribute it to the BOD via email,
67 accepting that the BOD can approve via email if the decision is unanimous.**

69 MOTION BY: Director Tischleder SECONDED BY: Director Shahan

70 APPROVED: X NOT APPROVED: _____ TABLED: _____ DIED: _____

71 IN FAVOR: Unanimous

72 AGAINST: None. ABSTAINED: None

74 **6d. Request for Approval – Member Comment Guidelines**

76 **MOTION: That the BOD approve the proposed guidelines for member comments.**

78 MOTION BY: _____ SECONDED BY: _____

79 APPROVED: _____ NOT APPROVED: _____ TABLED: X DIED: _____

80 IN FAVOR: Unanimous

81 AGAINST: None. ABSTAINED: None

83 **6e. Request for Approval – Update to Policy 2016-12**

85 **Motion: That the BOD approve the revision to policy number 2016-12 titled Board Designation of
86 Executing Instruments and Administration of Primary Bank Accounts.**

88 MOTION BY: Director Tischleder SECONDED BY: Director Voldt

89 APPROVED: X NOT APPROVED: _____ TABLED: _____ DIED: _____

90 IN FAVOR: Unanimous

91 AGAINST: None. ABSTAINED: None

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6f. Board Orientation

Jo Anne Jensen, GM, presented options to the BOD for scheduling an orientation presentation by SVCA’s parliamentarian, John Berg. The BOD agreed to December 15th, at 6pm for that presentation.

Motion: That the BOD move into closed session.

MOTION BY: Director Bradley SECONDED BY: Director Shahan
APPROVED: X NOT APPROVED: _____ TABLED: _____ DIED: _____
IN FAVOR: Unanimous
AGAINST: None. ABSTAINED: None

The BOD moved into closed session at 9:07 PM.

Item 7) Closed Session – Legal & Personnel

Motion: That the BOD move into open session.

MOTION BY: Director Bradley SECONDED BY: Director Tischleder
APPROVED: X NOT APPROVED: _____ TABLED: _____ DIED: _____
IN FAVOR: Unanimous
AGAINST: None. ABSTAINED: None

The BOD moved into open session at 10:14 PM

Item 8) Adjournment

MOTION BY: Director Tischleder SECONDED BY: Director Wadsworth
APPROVED: X NOT APPROVED: _____ TABLED: _____ DIED: _____
IN FAVOR: Unanimous
AGAINST: None. ABSTAINED: None

The meeting adjourned at 10:16 PM

**APPROVED BY: _____
ANDREW TISCHLEDER, SVCA PRESIDENT or BRIAN COPE, SECRETARY**