

WILDWOOD WEST ROAD ASSOCIATION CORPORATION
BOARD MEETING MIUTES
MAY 24, 2025

Retiring Officers Present: Bob Spier-Chair, Steve Boone-Treasurer, Bob Bell-Road Director

Continuing Officers: Rob Martello-Vice Chair & Karen Gifford-Secretary

New Officers Installed 5/24/25: Richard Kaiser-Chair, Cheryl Blain-Treasurer & Nino Herrera-Road Director

Guests: Sherrye Bell, Donna Gebhart, Marc Gifford, Paula Hansen, Marc Igel, Diana Kaiser, Patti Parsons and JD Salyer

Meeting Called to order 11:05

Richard Kaiser-Chair

A budget for this fiscal year to be prepared but will need more information to finalize.

Working within the framework of the Bylaws and input from the treasurer will propose a formal dues collection and procedure policy.

No special assessments for road maintenance are planned at this time but may be a consideration at some point in the future. As stated in the Bylaws a membership vote would be necessary before proceeding with this action.

There is a need to addresses some issues within the current Bylaws but that subject will be revisited at another time.

All the board members (previous and current) received a demand letter from Neil Dorfman, the attorney representing members of the association. The subject matter concerns the increase in road dues and the vote to approve the new assessments. What the attorney is asking for, the board is not prepared to act on or discuss further at this time, will review in executive session. The current chair will prepare a letter, reviewed by the board, to Mr. Dorfman to acknowledge the receipt of his correspondence.

Motion: Cheryl Blain

The board to meet in Executive Session to specifically discuss a demand letter received from Neil Dorfman (Law Offices of Dorfman & Sitzberger) dated May 8, 2025.

Second: Rob Martello

All in favor, motion passed, no exceptions.

Karen Gifford-Secretary

Confirmed quorum of officers.

Stated Robert's Rules would be used.

Announced meeting would be recorded.

Administered oath of office to new officers elected on 4/12/25.

Read minutes from the last meeting.

Motion: Cheryl Blain

Approve meeting minutes, as read, for the annual association meeting conducted on 4/12/25.

Second: Nino Herrera

All in favor, motion passed, no exceptions.

Steve Boone-Treasurer

Prepared a balance sheet for the new treasurer, additional copy will be given to the secretary.

Current bank balance: \$30,857.39

Two checks issued for postage totaling \$97.01.

Current billing cycle:

Any checks received to date have been deposited.

16 parcels remain unpaid.

1 parcel paid the amount noted in the Bylaws.

Nino Herrera-Road Director

Did an assessment of Wildwood West Drive with outgoing director Bob Bell.

Observed that the road was safe and passable but not all of it is in good condition. As Wildwood West Drive progresses up the road it goes from good to fair and at the very end could be considered poor.

Verified \$17,000 has been approved for maintenance but will need to get more current bids for any work to be done. Will prioritize maintenance and make the best use of the funds available for crack filling. Needs to know how much money will be available before planning any additional work. Would like to establish industry standards to rate the condition of the surface of the road and provided an example from a system used in Wisconsin. Will look into the suggestion from Bob Bell to review the road standards available on the Nevada County website as another source of reference.

The board did want current bids for the \$17,000, that was previously approved and allocated in 2024 for crack filling, but also requested the director to get separate bids for up to \$30,000. Any increase for roadwork beyond the \$17,000 will require board approval. A meeting to discuss and accept a final bid for work to be done will be held in executive session, no date scheduled.

Rob Martello-Vice Chair

Registered a concern about the security level of the association website. There was a discussion about how it is accessed and what is posted on it. No final determination was made to make any changes for the site, item tabled.

Old Business

Rob Martello got a copy of the Recorded Grant Easement Document 2004-0012048-00, dated 4/1/2004, as requested for the corporate file and it will be scanned by Cheryl Blain.

Based on a suggestion, made at a prior meeting, the board agreed not to invest any road funds or to retain a financial advisor.

New Business

Bob Spier will oversee the transfer of financials between the outgoing and incoming treasurer. The results of the review to be reported at the next board meeting. As the outgoing chair he will also start the process to notify the bank and get the paperwork necessary to change authorized signers on the account. Will notify the board when the bank is ready for them to go in and sign.

Getting D & O Insurance has been tabled, will revisit again.

Upcoming Meetings:

Executive Board Meeting

June 28, 2025, 9 AM, Kaiser Residence (20200 Wildwood West Drive).

Regular Board Meeting

July 26, 2025, 10:00 AM, Kaiser Residence (20200 Wildwood West Drive).

Motion: Richard Kaiser

Adjourn Meeting

All in favor, motion passed no exceptions. Time 1:05

Prepared by:

Karen Gifford

Secretary

Safety is a major concern on our road to protect people, pets and property. Please control your speed and remind your visitors to do the same.