

Regular Meeting of the Board of Directors of the
Rocky Ridge Properties Owners Association
Scheduled Meeting Date: October 21, 2025 at 1:30 pm
Meeting Location: Zoom Platform

Meeting Minutes

Advance Notice of Meeting. Cirra Mason (the Association's bookkeeper) provided notice to homeowners of the Board meeting in accordance with the requirements of the Association's Bylaws. The means of notice included (i) emails of the notice and agenda to members that have indicated that they accept emails as a form of notice; (ii) mailing of the notice and agenda to members who have not indicated that they accept email notices; (iii) posting of the notice and agenda on the website; and (iv) posting of the notice and agenda on the bulletin board at the Rocky Ridge entrance gate and at the Beach Clubhouse.

Attendance and Quorum: President Matt Howarth called the meeting to order at 1:30 pm.

All Board members Matt Howarth (President), Jim Naylor (Vice President), Gail Gabiati (Secretary) Laura Bertone (Treasurer), Stacy Conner, Stephen Dohrmann and Bruce Shepherd attended the meeting from the outset. A quorum of Board members thus was present throughout the meeting. Buster Fenley and William "Yates" Bauder participated in the meeting as property managers for the Association. Numerous homeowners also attended the meeting.

Open Session

1. *Approval of Minutes.*

- The minutes of the 8/30/25 regular Board meeting were approved.
- The minutes of the 8/30/25 Homeowners meeting were approved.
- The minutes of the 9/12/25 special Board meeting were approved.

2. *Property Manager Report.*

- A bear broke into a unit recently, through a window. Buster continues his recommendation that homeowners install bear wires at accessible points into their condos.
- The crew continues to create defensible space around the property with the goal of earning the Fire Wise Approval from CalFire.
- All summer facilities are currently closed and the upper spa will re-open for Thanksgiving.

3. *Approval of Homeowner Requests for Modification of Exterior Architecture.*

- Units 1 and 90 submitted requests to build an additional storage closet that will retain the same appearance and quality as the building exterior. A motion was to approve these modifications was made by Gail and seconded by Steve and was approved unanimously by the Board. It was noted that these closets are exactly the same as neighbors' units.
- Unit 18 requested to add an additional vent under his deck to facilitate the installation of a new tankless water heater. A motion to approve this request was made by Gail and seconded by Stacy and approved unanimously by the Board.

4. Procedure for Allowing Future Similar Homeowner Requests to be Approved without a Full Board Meeting.

Due to the legal requirements of the Davis Stirling Act, adopting a more stream lined procedure for these simple types of Architectural requests is not that easy. Voting by email is not allowed for HOAs in California. We would prefer not to amend the by-laws. Bruce Shepherd and Dan Basshart, both lawyers, will research the possibility further. It was noted that any newer system would only apply to alterations that had already been approved in other townhomes and the new request is nearly identical to that previous application.

5. Consolidation of Bank Accounts and Signature Cards.

At the moment we have too many different accounts. Laura will consolidate some of them and co-ordinate with our current signatories to update our signature cards to reflect the Board officers who will have signing powers on the bank accounts: President-Matthew Howarth, Vice President-James Naylor, Treasurer-Laura Bertone, Board member Stacy Conner, and Property Managers-Justin Fenley and William Bauder.

6. July 4 Committee

Gail agreed to be the Chair of the newly formed July 4 committee. Also on the committee is Stacy, Buster, and Homeowners Scott Shepherd, Debby Meeks and Carolyn Lynch. The objective of the committee is to determine if there is a problem with overcrowding at the Beach facility on July 4, and if there is, what suggestions would the committee make to the Board to alleviate the congestion.

At 2:45 pm, the Board adjourned to closed session.

Closed Session

In closed session the Board discussed the ongoing lawsuit against our former insurance brokers and negotiations regarding the settlement of our claims and Laura presented the first draft of the proposed budget for 2026.

The meeting adjourned at 3:45 pm.

Scheduled regular Board of directors meetings: The proposed schedule for regular Board of director meetings for the Rocky Ridge Properties Owners' Association is as follows (both the dates and the topics are subject to change by the board):

Date	Location	Contemplated Topics (subject to change)
11-18-25 1:30 pm	Zoom platform	• Approval of the 10/21/25 draft minutes • Consideration and approval of insurance renewals (Bruce) • Further discussion of 2026 budget (Laura)
12-16-25 1:30 pm	Zoom platform	• Approval of the 11/18/25 draft minutes • Consideration and approval of other insurance offers • Report from July 4 committee • Approval of 2026 budget
2-18-26 1:30	Zoom platform	• Appointment of Inspector of Elections • Consideration of Draft Election Protocols

4-7-26	1:30	Zoom platform	
5-12-26	1:30		
6-23-26	1:30	Zoom	

The **2026 annual members' meeting** for the Rocky Ridge Properties Owners Association (i.e., the annual homeowners' meeting) is scheduled for **Saturday within Labor Day Weekend (9-5-26), at 11:00 am**. The meeting will be held in the Rocky Ridge Beach Clubhouse. The Association will host a beach barbecue immediately following the member meeting.

