REGULAR MEETING

JULY 28, 2026, 6:00 PM
St. Andrews Lounge at 1600 St. Andrews Drive, Moraga, CA

DRAFT MINUTES

I. CALL TO ORDER

President Lee called the meeting to order at 6:03 PM. Attendance was as follows:

BOARD MEMBERS PRESENT:

Lina Lee, President
Becky Bruno, Vice President
Tony Tarrab, Treasurer
Maureen Freeman, Secretary
Ginger Bagai
Chris Govea
Paul Grafft
Edwin Lee
Ralph Nefdt
Jeff Raleigh
David Roth
Roger Topp

STAFF PRESENT:
Eric Jacobsen, General Manager
Christina French-Hokafonu, Assistant General Manager
Teresa Belfanti, Director of Finance
Stephanie Sena, Assistant HOA Manager

II. MINUTES APPROVAL – Regular Board Meeting
RESOLVED, to approve the amended minutes of the Board of Directors Regular Meeting on June 23, 2026, as presented with the Board of Directors.
Resolution 26-40 (Passed Unanimously)

The Board of Directors held a closed Executive Session meeting where minutes were taken on July 28, 2026. The topics discussed included delinquent member accounts, personnel matters, contract matters and legal matters.

III. OPEN FORUM – President Lee acknowledged those members in attendance and asked if anyone wished to address the Board on any items. Three members were in attendance. One member asked a question on the status of the drainage and irrigation project on the horizon for the golf course and what the communication plan is for the membership as well as concerns with annexation of property held by neighboring landowner.

IV. FINANCIAL REPORT

A. Monthly Financial Statements

Treasurer, Tony Tarrab confirmed monthly financial statements were distributed and reviewed by the Board of Directors for June 2026. Variance reports were also provided for the Operating, Capital Replacement Club, Capital Replacement HOA, Capital Development and Recreation Funds.

Additional updates took place on the strong financial position of the club including the recent approval of the reinvesting of funds for an additional 90 days currently in CDs as approved by the Budget and Finance Committee.

B. Treasurer's Report

Treasurer, Tony Tarrab, reported the following cash balances:

Cash Balances as of 6/30/2026	
Operating Funds	$2,685,932
Capital Replacement HOA	$1,781,564
Capital Replacement Club	$1,695,971
Development Fund	$205,072
Recreation Area Fund	$3,622,802
Total Funds	$9,991,341

Delinquencies-- in the amount of $73,793

Lien on APN 257-550-001, approved by the Board.

V. MANAGEMENT REPORT

General Manager, Eric Jacobsen, provided highlights from the July 2026 Management Report on operations. The report includes monthly and year-to-date updates by each department, as well as progress on strategic goals for F&B, HOA Operations and Golf Operations.

- Club IQ:
  GM Eric Jacobsen presented an executive summary of the member satisfaction survey, Club IQ, which over the past four months sent anonymous surveys to all members and collected comments. Summary highlights of comments covered what's working, what needs attention and recommended actions and actions taken to date. GM Jacobsen presented comments collected that were directed at leadership and/or board of directors' impact on operational areas. Comments directed at operational/departmental functions were not shared.

  The Board noted that current results strongly parallel results received in surveys conducted in past years, raising the question of what progress is being made. Additionally, the Board inquired about survey feedback from departments and expressed concern that Board-related questions in the current survey could be misleading given the Board's role in governance & strategy vs operations. Staff will follow up with a report that includes all survey comments and will consult with Club IQ on refining Board-related questions to better fit the goals of the survey.

- Membership Turnover: Year-to-date membership sales is 14 (four Golf Equity and ten Swim/Tennis) compared to 13 last year. There are 103 and 221 applicants on the Golf Equity and Swim/Tennis waitlists, respectively. Applicants at the top of the list had a wait of approximately five years. Twenty homes have sold YTD.

- Financial Reporting, Mid-Year Estimates: General Manager, Eric Jacobsen presented a mid-year summary forecast for the Operations Fund budget by department. Further updates with new formatting will be provided to the board.

  The board reiterated the request and GM Eric Jacobsen agreed to provide forecasts for the other four MCCHOA funds in addition to the Operations Fund: the Capital Replacement-HOA Fund including pool construction expenditures, the Capital Replacement-Club Fund, and the Recreation Fund and Capital Development Fund.

- Capital Replacement Funds – Assistant General Manager, Christina French-Hokafonu and Assistant HOA Manager, Stephanie Sena updated the board on the status of capital projects.
  - HOA Fund: Doral Pool Project: additional discussions with an updated target opening date for the middle of August. Questions were raised regarding new recent delays to the timeline.
  - Club Fund: EVA Fire Road: Sealing work is completed
  - Club Fund: Golf Course Cart Path Replacement on Holes 2, 6, 7, 8 and 18: scheduled work is completed

- Staffing - Open positions and turnover by departments were provided. The 2026 budgeted position in Facilities for project work will not be filled.

VI. COMMITTEE REPORTS

Reports and updates were provided by Committee Liaisons. Latest Committee minutes are available on the website under the Board and Committees section.

The Ad Hoc Annexation Committee did not meet in the month of July.

Ad Hoc Clubhouse Improvement – The committee chair Anne Willcoxon will present a proposal at the August regular board meeting.

Architectural – Noted the further review for a second ADU application.

Budget & Finance: additional updates took place on the review of the new financial reporting. The 2027 Budget will be covered in two hours of dedicated review time at the August committee meeting.

Green Committee – Members of the Golf Course Drainage and Irrigation Project Committee provided a preview of the proposed project.

Member Engagement – highlighted items included a new supper club beginning in September. Marketing and Communications, Bianca Dizon presented an overview of the upcoming renovation of the website and mobile app. Questions/comments shared included what accounted for the delay in delivery of the website/app from this fall to next year; was the developer provided a website design framework by MCC. Staff will provide copies of the website/app presentation to the board. Board member Marueen Freeman requested to review the website/app renovation and presentation with staff.

Racquet sports – Noted the upcoming BrightWork Open Tennis Tournament beginning on August 3rd.

VII. NEW BUSINESS

A. Golf Course Drainage and Irrigation Project Update – Consultant Approval

Board Member and Ad Hoc Irrigation & Drainage Project Committee Chair, Jeff Raleigh, presented on behalf of the committee a presentation on the current status of the Golf Course Drainage and Irrigation Project. Discussions took place on the proposed project and the next step of hiring an experienced project consultant.

The committee recommended the board authorize up to $50,000 to engage a project consultant as a necessary first step to scope the $10-12 million project. The presentation outlined the need for professional expertise in defining options for a project of this size and complexity.

<u>RESOLVED - to authorize funds from the Recreation Fund to hire a consultant to work with the Golf Course Drainage and Irrigation Committee with the contract to be reviewed by the Board of Directors and funds not to exceed $50,000 for consultation.</u>
Resolution 26-41 (Passed Unanimously)

B. Golf Equity Member A2971 Delegation Request for Approval

The board and staff discussed member's request to delegate their membership for a period of two years beginning August 1, 2026. Discussions included the limitation to one year approval with discretion to extend for a second year, the use of a credit card statement as insufficient proof of a change in residence, and the inconsistency of the delegation process outlined in the "Equity Request to Delegate Membership" form and that process set forth in the Association's bylaws. Staff will draft and provide an updated form that properly aligns the delegation process with Association Bylaws.

<u>WHEREAS the Bylaws require Board approval of Golf Equity Member Delegations,</u>

<u>RESOLVED - to conditionally approve a first-year delegation request for A2971 beginning on August 1, 2026, and concluding on July 31, 2027, as discussed with the Board of Directors with immediate modification to the Equity Request to Delegate Membership form.</u>
Resolution 26-42 (11 approved, 1 opposed, resolution passed)

C. Committees

a) Governing Documents Review Committee Charter Revisions Approval

Vice President and Governing Documents Committee Chair, Becky Bruno presented a redlined charter for the Governing Documents Review Committee. Discussions took place on the draft charter with the Board of Directors.

<u>WHEREAS the Bylaws require Board approval of committee charters,</u>

<u>RESOLVED - to approve the modified Governing Documents Review Committee Charter effective immediately as presented to the Board of Directors.</u>
Resolution 26-43 (Passed Unanimously)

b) Aquatics Committee Charter Revisions Approval

President and Aquatics Committee Chair, Lina Lee presented a redlined charter to be reviewed and approved by the Board of Directors. Discussions took place with an additional modification on the proposed charter.

<u>WHEREAS the Bylaws require Board approval of committee charters,</u>

<u>RESOLVED - to approve the modified Aquatics Committee Charter effective immediately as presented to the Board of Directors.</u>
Resolution 26-44 (Passed Unanimously)

c) Nominating Committee Chair Approval

President, Lina Lee discussed the establishment of the Nominating Committee for the upcoming board of directors' election and recommended, Vice President, Becky Bruno to chair the committee.

WHEREAS the Bylaws require Board approval of committee chairs,

RESOLVED - to approve Becky Bruno as Chair of the Nominating Committee effective immediately as presented to the Board of Directors
Resolution 26-45 (Passed Unanimously)

D. Member Delinquencies

There were no delinquencies to discuss with the Board of Directors.

VIII. NEXT MEETING DATES

Tuesday, August 25, 2026, Regular Meeting, 6:00 PM, St. Andrews Lounge
Tuesday, September 22, 2026, Regular Meeting, 6:00 PM, St. Andrews Lounge
Monday, October 5, 2026, Special Meeting-Board Retreat, 9am, Round Hill Country Club
Tuesday, October 20, 2026, Special Meeting-Budget Review, 5:00 PM, St. Andrews Lounge
Tuesday, October 27, 2026, Regular Meeting, 6:00 PM, St. Andrews Lounge

IX. ADJOURNMENT

At 7:14 PM the Regular Meeting was adjourned.

Prepared by Christina French-Hokafonu
July 28, 2026

Approved by the Board of Directors on August 25, 2026.

**
___
Maureen Freeman, Secretary to the Board of Directors