

## Minutes of the January 2022 Business Meeting Eldorado Stable Committee

**Time and Place:** The January 2022 Business Meeting of the Eldorado Stable Committee (ESC) was held on Monday, January 17, 2022, via Zoom and was called to order at 6:40 p.m. by the Chair of the ESC. Copies of the *Agenda; November ESC Minutes; Draft ESC Annual Calendar; Draft Signage Task Force Report and the Chair Report* were available to all participants. The meeting was recorded.

**Quorum, Attendees, Agenda, & Minutes:** A quorum of ESC members was present, specifically Amelia Adair, Deena Joseph, Lisa Bessone, and Kelly Smith. In addition to ESC Members, ECIA Board and Staff members present included Board Liaison Carol Sanguinetti, Assistant General Manager Jessica Collins and Operations Manager Mike Rogers. The following Stable community members were present: Carol Loewy, Charli Stevens, Karla Lauritsen, Bob and Linda Off, Mike Nosow, Mechele and Frank Fillman. Amelia Adair presided as Chair of the meeting. Kelly Smith served as interim Secretary. The Agenda was approved as prepared. The November ESC Meeting *Minutes* were previously approved by email.

**Stable Story:** Chair Amelia Adair thanked and acknowledged Mike Rogers, Joe Lowey and Eric Stewart for identifying, finding and stopping a water leak. Bob and Linda Off likewise thanked those who helped find the leak. Ms. Adair also thanked the maintenance crew for plowing the Stable roads after recent snowstorms.

**Chair Report:** Was presented in writing. Topics addressed included enforcement status, Barns for Sale List, speeding, water leaks, project report, activities around the Stable including the holiday party and Jingle Bell ride, Waste Management dumpster status, risk management, public equestrian events process for requesting a variance, Stable Rules and Common Area Use Guidelines update, and the action item recap.

**Open Forum:** No comments.

**ESC Membership:** The ESC accepted the resignations of Karla Lauritsen and Tara Debevec, and acknowledged and thanked them for their service to the Stable Community. The ESC unanimously recommended the Board approve the nomination of Liz Mathews, owner of Barn 27, to the ESC. Amelia Adair agreed to continue serving as chair; selection of the secretary for the ESC was tabled until the next meeting.

### **ECIA Report:**

Operations Manager Mike Rogers reported that the batteries were replaced in the main gate. The new tractor attachment has been ordered. He has scheduled a meeting with engineer and Road Committee Chair James A. Mason next Saturday to review and discuss the drainage project at the Stables. ESC members will be notified of the time that meeting is scheduled. The small water leak is still ongoing, and the maintenance staff will read the meters again mid-month to see if the readings show which barn has a leak. He explained how the maintenance crew evaluates the system to determine which line has the leak and whether the leak could be in the main water lines as opposed to an individual barn hydrant or line. He will work with the ESC on designing the step and bank project and sourcing materials. Lisa Bessone will check on the status of the used railroad ties at the Burlington Northern & Santa Fe track in Canoncito. Amelia Adair will update the Water System FAQ sheet, which has an error in explaining how to read the water meter register. She will also follow up with the Finance Committee regarding meter and register ownership.

Assistant General Manager Jessica Collins reported on the feedback she's received from equine insurance carriers regarding the new insurance requirements requested by the ECIA's insurance carrier. Four insurers – Argonaut/ Horse

Insurance Specialists, Diamond State, Equisure and American Reliable Insurance Agency – all will provide policies to barn owners that include waivers of subrogation and name the ECIA as an additional insured. She will send the ESC the list of those carriers which we can distribute to the Stable community. She discussed the updated release of liability drafted by the ECIA's attorney. The ESC should replace the old release in the Rules with the new one. Property tax has been billed to barn owners; fly predators have been ordered but they won't be billed until received in spring. She is trying to get ahold of Waste Management to understand recent billing increases and will provide that information when received.

Board Liaison Carol Sanguinetti reported that the ECIA has hired a new communications director. She will handle articles for Vistas and website improvements. Articles are due on the 5<sup>th</sup> of each month. Carol's Board term is expiring, but she is running for another term. The ESC agreed to circulate her petition for nomination to the Board, and thanked her for her service and her support of the Community Stable.

### **Old Business:**

Annual Review of Emergency Preparedness Plan: Lisa Bessone and Kelly Smith are leading this project. The Plan was last updated in April of 2021. They will review and edit the plan, emphasizing the equine owners are solely responsible for evacuation of their equines. The ESC and guests discussed how best to help new barn owners and sharers be aware of and understand the information in the plan. Suggestion was made that mentors remind new barn owners and sharers about the emergency plan about a month after new equines move in.

Signage Task Force. Lisa Bessone leads this task force that has been working on this issue for several months since a complaint was made. The ESC discussed the report from the task force, and agreed it will circulate the report to the Stable Community for feedback before making a recommendation on the options at the next meeting.

Update Stable Rules, Common Area Use Guidelines next steps. Amelia Adair reported that the Stable Rules were last completely updated in 2018, approved in 2019. Since then the ESC has discussed and adopted several individual updates to those Rules that need to be incorporated, and more small changes need to be made. For example, the new insurance rule and release need to be included, and the water system information needs to be updated. More details on the list of already approved updates are in the Chair Report; Amelia will be seeking feedback on other changes that may need to be made. Jessica Collins discussed that the New Barn Owner and Sharer Checklists in the Rules need to be updated. A guest asked whether rules about cost sharing and equipment maintenance between barn owners and sharers could be included in the Rules. The ESC discussed the issue, and explained that the ECIA and ESC historically have not required sharers to have standard agreements; all are unique to the parties themselves.

### **New Business**

New barn owner/sharer mentorship program. Lisa Bessone and Liz Mathews agreed to take on the leadership of this program originally envisioned and led by Karla Lauritsen. They will review the Mentorship Checklist Karla developed and update if necessary, especially in light of tonight's discussion about the Emergency Preparedness Plan and the water system. They will also greet new barn owners and sharers, and seek mentors to pair with the new Stable Community members. The ESC welcomed new barn owners Mechele and Frank Fillmore, who participated in the meeting.

2022 financial & project planning. Capital projects were already discussed during the Operations Manager's report. The ESC will table until next month planning for smaller projects, taking into consideration the plans from last year's budget planning process, and the feedback at the November "Annual Meeting" of the Stable Community.

Update Community Stable communications. ESC webpage on [eldoradosf.org](http://eldoradosf.org), and the electronic bulletin board, [eldostables.com](http://eldostables.com). Lisa Bessone and Liz Mathews agreed to review our communications and make suggestions for

updates to the ECIA communications director, and barn owner Mike Ault who is webmaster for eldostables.com. For example, we need to update the documents on those webpages and post new photos.

ESC 2022 Annual Calendar. The ESC discussed the draft calendar prepared by Amelia Adair. Several changes were made, including removing dates for Community Day and Halloween as community events. The ESC discussed planning only one large community event for Community Day, on a date to be determined. The Wine & Weed Walks will likely go on but as simple events. Amelia will revise and circulate another draft calendar for the ESC to review.

**Action Item Summary.** The following action items were assigned during the meeting:

Action Item	Responsible Person	Deadline
Recruit a secretary for the ESC	Amelia Adair	Next meeting
Drainage project planning meeting	Mike Rogers	Next meeting
Check on used railroad ties in Canoncito	Lisa Bessone	Next meeting
Work with Mike Rogers on design and materials for step & bank obstacle	Deena Joseph	Spring
Update the Water System FAQ sheet	Amelia Adair	Done
Work with Finance Committee regarding meter and register ownership	Amelia Adair	Next meeting
List of equine insurance carriers compliant with new insurance rule	Jessica Collins	Done
Review and propose updates to Emergency Preparedness plan	Lisa Bessone & Kelly Smith	March meeting
Circulate the Signage Task Force Report to the Stable Community for feedback	Amelia Adair	Done
Update Stable Rules with previously approved changes	Amelia Adair	Next meeting
Review and revise mentorship checklist if necessary	Lisa Bessone & Liz Mathews	Done
Update Stable Community communications – webpage and website	Lisa Bessone & Liz Mathews	March meeting
Revise 2022 ESC Annual Calendar	Amelia Adair	Done

**Adjournment:** Meeting was adjourned at 8:22 p.m.

By Amelia Adair, ESC Chair      **1/17/22**