



University Glen Corporation
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Board of Directors Meeting

Thursday, April 10, 2014

Minutes

The Board of Directors of University Glen Corporation met on April 10, 2014 at 4:30 p.m. The meeting was held in the Conference Room the University Glen Corporation Offices, California State University Channel Islands (CSUCI), 45 Rincon Drive, Suite 104-A, Camarillo.

Chairperson Robe presided and called the meeting to order at 4:35 pm.

Members Present:

David Press
Bill Robe
Savannah Spicer
Barbara Thorpe
Ysabel Trinidad
Beatrice de Oca

Members Absent:

Andrea Grove

Public Forum

Mr. Robe called for public comments. There being no comments, Mr. Robe closed the public comment period of the University Glen Corporation Board of Directors.

Approval of Minutes

Mr. Robe called for the approval of the minutes of the February 6, 2014, regular meeting. The motion to approve the minutes was duly made, seconded, and approved unanimously. Minutes for the closed session meeting on February 6, 2014 were submitted, and approved as amended, unanimously.

Senior Director's Report

- **UGC Operations**
 - Town Center Market opened March 18, 2014.

- The Chef de Cuisine position budgeted for current year has been filled with the hiring of Nic Mannocchio. Nic brings a wealth of experience to our staff. He was previously employed by the Tower Club.
 - UGC will implement new online programs, Rent Café and Condo Café. These online programs allow prospective tenants to view detailed information about available rentals, including large photo displays, floor plans, and amenities. Once you've found what you're looking for, easily submit an online application as well as receive an approval notification once it's processed. As a rental resident enjoy the ease of submitting online rent payments, maintenance requests, and lease renewals – as well as staying informed of community news and events. Homeowners will be able to submit CAM payments, and submit maintenance requests. The system also allows for payment by credit card which is currently not available.
 - The Phase IC Pool area Construction is underway. The landscaping has been completed and the pergola with the two BBQ's will be finished by the end of April.
 - The Annual Safety Day event will be held 5/3/2014
 - UGC Conference Room will be a polling place for the 6/3/2014 elections
- **Site Authority Operations**
 - Home Sales
 - Direct sales in play: 0
 - Direct sales in escrow: 0
 - Phase IA/B/C and Town Center apartments are 94% occupied and 96% leased.
 - Pure Health Opened March 13, 2014.
 - A lease was signed with Sitar restaurant on February 24, 2014. The term of the lease is 5 years with two 5 year options. The project is now in the design and development stage.
 - Power Plant – Dr. Erik Blain reviewed recent maintenance issues with the power plant and reported that the plant will no longer cycle off on the weekends. Other long term issues discussed included cap and trade, maintenance and the power purchase agreement.
 - **Town Center**
 - 14 total spaces. 12 are leased, 2 are available
 - **Homeowners Advisory Council**
 - Nothing to report.

California Lottery

There was a discussion considering becoming a California Lottery Sales Location at the Town Center Market. The discussion centered on the potential negative image of gambling. A motion

to table the investigation on becoming a California Lottery sales site was made and seconded and voted on unanimously.

Annual Conflict of interest Policy and Statement

The board reviewed, discussed and turned in their annual conflict of interest statement.

Financial Report

Financial Reports for the period ending February 28, 2014 were reviewed and discussed.

2014-2015 Annual Budget

The budget for the 2014-2015 fiscal year was presented and discussed. It was noted that the largest change to the budget included the opening of the Town Center Market. Other changes to the 2014-2015 budget from previous year include, a 3% increase in meal plan rates, and increases in catering and summer conference sales. Increases in expenses include a 1.5% compensation pool and improvement expenses for needed equipment. A motion to approve was made and seconded and approved unanimously.

A review of the Site Authority budget was presented as an information item.

Delegation of Authority

The Board reviewed the annual delegation of authority to UGC staff. The motion to approve was duly made and seconded, and approved unanimously.

Annual Vote of Board Officers

The slate of officers were nominated and discussed:

- Chair: Bill Robe
- Vice Chair: Vacant
- Treasurer: Ysabel Trinidad
- Secretary: Barbara Thorpe

The motion to approve the board officers was duly made and approved unanimously.

New Business

There being no further business to come before the Board, the meeting adjourned at 6:50pm.

APPROVED

University Glen Corporation



Bill Robe, Chair

Date:

