

# Board Meeting Minutes

January 24, 2026

Historical meeting record: These minutes were prepared from the meeting notes available for January 24, 2026. They summarize community business and action items; details that were informal, personal, privileged, or unrelated to LBEPOA business are not included. No formal vote tally was recorded in the source notes.

## Meeting information

|                            |                                     |
|----------------------------|-------------------------------------|
| <b>Date</b>                | January 24, 2026                    |
| <b>Location</b>            | Not recorded in the source notes    |
| <b>Officers identified</b> | Lori - Treasurer; Holly - Secretary |
| <b>Other attendees</b>     | Not recorded by name                |

## 1. Marina gates, locks, and launch-ramp access

- The board reviewed continuing problems with the marina gate and a broken lock.
- Options discussed included adjusting the gate location for visibility and vehicle clearance, improving the key-box mechanism, and adding a strong launch-ramp barrier or removable post.
- Before construction, the board needs to confirm the locations of septic and utility lines and determine whether permits or agency approval are required.
- Clear signs and user instructions were recommended so members can safely operate any new barrier and avoid damage to vehicles, trailers, or boats.
- The launch-ramp post project was to remain on hold until conversations with Napa County, the open-space district, and other involved agencies were completed.

## 2. Golden Mussel compliance and agency coordination

- The board discussed unauthorized and untagged boats entering the community launch area and the need to protect Lake Berryessa while preserving member access.
- Potential outside funding for mussel-prevention improvements was discussed; availability, conditions, and permitting still needed confirmation.
- The board agreed that LBEPOA should use a consistent message when communicating with water, open-space, county, and other agency representatives.
- A meeting and written outreach were proposed to identify an acceptable access-control solution, clarify responsibilities, and explore funding resources.

## 3. Cameras, incident documentation, and member safety

- Camera options included a closed local system and a cloud-based system with an estimated recurring fee. The board discussed cost, monitoring responsibility, privacy, image review, and resistance to vandalism.
- Serious rule or safety violations should be documented promptly through the proper authorities. Official reports provide a reliable record for any later board action.
- The board discussed using a bright, easy-to-notice rules reminder in the annual membership packet.
- A clearer process was proposed for returning keys after a membership suspension or cancellation, including how non-return could affect renewal the following year.

## 4. Financial report

- Security services: \$1,470.
- Harvest Sanitation: \$425.

- Philadelphia Insurance Company: \$25.
- The board also discussed the cost of future security coverage and whether professional staffing, volunteer shifts, fundraising, or a combination would be most practical.

## **5. Volunteer work and gate improvements**

- A volunteer workday was proposed to install posts and complete related marina gate improvements. Approximately five volunteers and suitable equipment were discussed.
- The tentative sequence was to verify the site, set and cure the posts, then fabricate and hang the barrier or gate.
- The board emphasized that the work should proceed only after agency coordination and site checks are complete.

## **6. Holiday security**

- The board reviewed concerns about visibility and coverage during the previous Labor Day weekend.
- Future security personnel or volunteers should be clearly identifiable and should receive written instructions, emergency contacts, and reporting procedures.
- The board discussed whether one person could provide adequate coverage, the cost of professional security, and the possibility of scheduled community volunteer shifts.

## **7. Campground and community business**

- North Campground road erosion, fuel reduction, and general maintenance needs were identified for follow-up.
- Donation requests from the Pope Valley Farm Center and the Pope Valley Scholarship Fund were discussed. Prior-year donation amounts were to be reviewed before a decision.
- The board reviewed annual key quantities and discussed ordering approximately 200 keys initially, with additional keys ordered if needed.
- Annual mailers are generally prepared about one month before the annual meeting. Board meeting notices should be posted in advance according to association requirements.
- Possible annual-meeting dates after Easter were discussed, but no final date was recorded in the source notes.
- Fundraising ideas and prior event results were reviewed as possible ways to support security and community projects.

## **Follow-up items**

- Coordinate with Napa County, open-space, water, and other appropriate agencies before moving forward with gate or launch-ramp construction.
- Confirm underground utilities, septic lines, permit requirements, and any available reimbursement or grant conditions.
- Obtain and compare camera, security, lock, gate, and barrier options.
- Plan a volunteer workday after approvals and site preparation are complete.
- Review prior donation records before responding to community donation requests.
- Finalize the annual meeting date, notice schedule, mailer, and key order.

End of public meeting record