

**DEL PRADO TOWNHOME ASSOCIATION**  
**c/o Condoministration Unlimited**  
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**MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING**  
**MARCH 18<sup>TH</sup>, 2021**

The meeting was called to order at 2:00 p.m. using Zoom video conferencing. In attendance were Lita Starr, Chuck Raines, Eloise Mansfield, Brian Kelley and Ann Wartinger. John Tryon represented Condoministration.

**POOL USE**

The Board discussed the impact of Ventura County moving into the red COVID-19 tier. The County has removed mandatory observance of the pool use regulations for HOAs although they still highly recommend we continue to observe CDC guidelines, which have not changed.

A motion was made to continue with our pool use requirements, with the exception of removing the limit of maximum three families. The capacity limit remains at 25%. The motion was seconded and carried. Currently the pool is open for use Friday, Saturday and Sunday and for lap swimmers in the mornings. Lita will speak to the pool monitor to find out if he would agree to covering more days and will provide the Board with related costs.

It is anticipated Ventura County will move into the orange tier soon and at that point requirements may be relaxed further.

**CLUBHOUSE USE**

Lita reviewed a hold harmless agreement drafted for the pool which she modified to be used for clubhouse use. CDC guidelines still state that there should be a limit of 3 families up to 25% capacity when used by groups.

Since the clubhouse is an enclosed area, different from the pool, the concern was that allowing groups to meet inside had a higher danger of transmission. A motion was made to leave the clubhouse closed for the time being. The motion was seconded and carried. This subject will be revisited at the April Board meeting or if we move into the orange tier before then.

**USE OF CLUBHOUSE FURNITURE**

In the March meeting it was approved for a member to use tables from the clubhouse for a private event. A motion was made to include use of clubhouse folding chairs. Janice will monitor this and is to charge a \$100 deposit. The motion was seconded and carried. Our handyman will be responsible for sanitizing all contact surfaces when the furniture is returned. Chuck recommended we prepare a checklist for him to work from.

**CLUBHOUSE CAPACITY**

The sign in our clubhouse says maximum occupancy is 162 which seems exceptionally high for the space available. We will check with the Fire Department to confirm this is accurate.

Respectfully submitted

John Tryon  
Recording Secretary