

# **CANON DEL SOL HOMEOWNERS ASSOCIATION**

## **BOARD OF DIRECTORS MEETING MINUTES**

January 4, 2021 at 4:00 p.m.

Meeting held via Video Conference – Notice sent to all Owners and Posted.

### **CALL TO ORDER:**

The meeting was called to order at approximately 4:05 p.m. by Bob Carpenter. A legal quorum of Directors was present to conduct the Board of Directors Meeting. Legal notice was by actual written notice posted on the community bulletin board as prescribed in the Association's bylaws.

### **DIRECTORS PRESENT:**

Bob Carpenter, Jesse Fielding, Bruce Margon, Judy Mathews, and Colin Tierney.

### **OTHERS PRESENT:**

Homeowners Monna Lang, David & Tracy Orouke, Andrew Lachman, Nate Summer, Tom Hewett, and Kim Albin from the Management Company. Kim served as the recording secretary appointed at the outset of the Meeting.

### **MINUTES:**

Draft Minutes from the Board of Directors Meeting held on December 7, 2020 were reviewed and amendments proposed. A motion was Made, Seconded and Passed approve as amended. MSP 5-0.

### **FINANCIAL REPORTS:**

Financial reports for the 11-month period through November 30, 2020:

Balance Sheet Report – Total funds on deposit \$1,167,870.

Operating Fund Report – Revenues total \$330,676. Expenses \$314,992. Net Gain of \$15,684.

Reserve Fund Report – Revenues total \$220,228. Capital Expenses total \$313,388. Net loss of \$169,478.

Aged Receivables Report- All are current.

### **ON-SITE MANAGERS REPORT:**

Tom Hewett provided a brief verbal summary reporting that Soquel Creek & Water finished their portion of repairs located by Pismo Drive and PG&E still needs to install new transformer in same location. The asphalt where repairs were made by Soquel Creek & Water will be seal coated in the spring. Quilici performed irrigation testing and made the necessary repairs that were needed to the irrigation system.

### **PRESIDENTS REPORT:**

President Bob Carpenter reported doing a walk thru with Tom to determine what homes would need their gutters cleaned before the rains.

### **OLD BUSINESS**

#### **A. Reserve Projects 2021:**

The Board reviewed reserve projects for the year 2021 and will be looking to add gutter cleaning as a lined item for annual cleaning starting in 2022.

**B. French Door Replacement Proposal:** The Board reviewed a proposal from TRU Construction to replace the wood patio French doors in phase-3 and asked ACO to obtain two more bids for their review at the February Board meeting.

**NEW BUSINESS**

**A. Tree Pruning Proposals- Quilici, La Selva & Lewis:** Board reviewed tree pruning proposal from Quilici and will review again proposals from Lewis Trees & La Selva tree care before making a final decision on a tree pruning proposal.

**B. Gutter Cleaning:** Bob asked ACO to obtain bids for homes that have trees close to their roof or gutters.

**C. Rules Update/CC&R's:** Colin & Judi agreed to initiate and drive the task of revising Canon Del Sol Rules & Regulations. The Board will review and consider adopting as revisions become available.

**D. Leak Notifications from Soquel Creek, Next Steps/Plan of Action:** Quilici will be notified of any leak notifications that we receive from Soquel Creek & Water as well as Board President Bob Carpenter, and Tom.

**HOMEOWNERS FROM THE FLOOR:** A homeowner thanked Bob for providing him answers to questions about tree pruning and landscape concerns.

**MEETING ADJOURNED:** The being no further business to bring before the Association's Board of Directors, the meeting was adjourned at approximately 4:50p.m.

**CLOSED EXECUTIVE SESSION:** The Board met upon the adjournment of the public portion of the Board meeting at 4:50p.m. to discuss legal matters.

**\*\*\* IMPORTANT REMINDER \*\*\***

**EMERGENCY CONTACTS**

CANON DEL SOL OFFICE	(831) 722-4048
ANDERSON & COMPANY	(831) 688-1090
FIRST ALARM	(831) 684-1111

**SHUT YOUR WATER OFF WHEN LEAVING POLICY REMINDER**

The Board reminds everyone to remember to turn down your water heater and shut off the water supply to your residence whenever you are leaving your home for more than the day. Water shut off valves is located at the front of each residence, and if anyone has trouble finding your valve, or turning it off, please call Management for help. Water damages to the interior of a residence from leaking appliances, broken pipes, are an individual unit owner responsibility.