

# **CANON DEL SOL HOMEOWNERS ASSOCIATION**

## **BOARD OF DIRECTORS MEETING MINUTES**

February 3, 2020 at 4:00 p.m.  
CDS Clubhouse, 400 Abalone Drive, La Selva Beach

### **CALL TO ORDER**

The meeting was called to order at approximately 4:03 p.m. by Henry Bose. 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**

Henry Bose, Bob Carpenter, Jesse Fielding

Absent: Mary Ann Herlihy and Bruce Margon.

### **OTHERS PRESENT**

Nate Summer, Mary McGovern & Tom Hewett from the Management Company. Mary served as the recording secretary appointed at the outset of the Meeting. Homeowners Mark & Judy Mathews, Joe Nussbaum and Linda Copp

### **MINUTES**

Minutes from the Board of Directors Meetings held on January 6, 2020 were approved as presented. *Motion made, Seconded and Passed*

### **FINANCIAL REPORTS**

Financial reports for the 12-month period through December 31, 2019:

Balance Sheet Report – Total funds on deposit \$1,260,327.

Operating Fund Report – Revenues total \$381,820 Expenses total \$376,093; Net Gain of \$5,727

Reserve Fund Report – Revenues total \$189,381; Capital Expenses total \$128,350; Net Income of \$61,031.

Aged Receivables Report. One member 90+ past due. All others are current.

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

Tom Hewett, newly appointed On Site Manager reviewed a written summary of the past months activities, a copy is attached to these Minutes.

### **PRESIDENTS REPORT**

None

### **ARCHITECTURAL COMMITTEE**

None

### **SOCIAL**

None

## **NOMINATING COMMITTEE**

It was reported that Judy Mathews, Joe Nussbaum and Colin Tierney has indicated a desire to run for a Board seat at the upcoming election.

## **OLD BUSINESS**

- A. Short Term Rental Policy – Board discussed documents to be distributed. After discussion it was agreed Henry will forward final documents to ACO for distribution.
- B. Clubhouse/Pool Access  
Scheduling – Board discussed how to reserve clubhouse in the future and how reservations may be communicated to membership as well as how reservations may impact “open access” to clubhouse. After discussion Board reservations to be made through Tom (or ACO) at least 24 hours (and must be made during business hours) in advance of use. Reservations to be posted on CDS website (on a calendar to be posted) as well as the bulletin board.  
Locks - Discussion tabled using 1<sup>st</sup> Alarm to open/close clubhouse.  
Rules – Tabled to next meeting – Board members to review and comment in advance.
- C. Pool phone & motion sensor – After discussion a Motion was made to cancel and remove the pool emergency phone and motion sensor. MSP.
- D. Clubhouse Improvements – Tabled, Bob to report at the next meeting.
- E. Voting & Election Rules – Board discussed and agreed to distribute draft Election Rules to membership for 30day comment period.

## **NEW BUSINESS**

- A. Clubhouse use policies – discussed w Clubhouse Access above.
- B. Clubhouse rules – discussed w Clubhouse Access above
- C. 461 Oyster, Water Intrusion- Board discussed the water intrusion event that occurred in units lower level. Water determined to be coming from broken gutter drain line that runs under driveway. Board agreed repair responsibility is the HOAs. Drainpipe to be repaired Feb. 11. Interior repairs are ongoing. Thanks to homeowner for his patience.
- D. 302 Pismo Repair Costs – Tabled to Executive Session.
- E. Board Member Resignation – Mary Ann submitted her resignation. After discussion a Motion was made to appoint Judy Mathews to complete the remainder of Mary Ann’s term. MSP Henry to discuss with Judy.

## **HOMEOWNERS FROM THE FLOOR**

Linda Copp advised that Book Club wants to reserve Clubhouse on Feb. 26, 2020 5:30 – 8:30 to be open to the community for a presentation from an author. No clubhouse fee to be charged.

An owner asked who to call now that Scott has retired. Owners are directed to call the CDS office, calls are taken by Tom and ACO.

## **EXECUTIVE SESSION**

Board adjourned to Executive Session at 5:05 to discuss a legal matter.

The Board reconvened at 5:15 to Open Session..

Board reviewed proposed sharing of repair expenses for 302 Pismo between HOA, homeowner and vendor. Motion to reimburse homeowner for \$5,053. MSP. Repair expenses resulted from water leaking from construction defects on original balcony.

**MEETING ADJOURNED**

There being no further business to bring before the Association’s Board of Directors, the meeting was adjourned at approximately 5:17 p.m.

**\*\*\* 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.