

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

February 5, 2018 at 6:00 p.m.
CDS Clubhouse, 400 Abalone Drive, La Selva Beach

CALL TO ORDER:

The meeting was called to order at 6:00 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, Mary Ann Herlihy.
Absent: Paul Van Hoorickx and Jesse Fielding.

OTHERS PRESENT:

Nate Summer & Cara Melim, from the Management Company, Nate serves as the recording secretary appointed at the outset of the Meeting. Also, present Scott Thomas, who serves as the Association's On-Site Manager.

MINUTES:

Minutes from the Board of Directors Meeting held on January 8, 2018 were approved as presented.

FINANCIAL REPORTS:

Financial reports for the 12-month period through December 31, 2017:

Balance Sheet Report. Total funds on deposit \$1,198,993

Operating Fund Report. Revenues total \$374,789. Expenses total \$345,598. Net change +\$29,191.

Reserve Fund Report. Revenues total \$191,274. Capital repairs total \$61,475. Net change +\$129,799.

Aged Receivable Report. All members are current with four exceptions, three under 30 days past due. Thirty-eight owners are prepaid.

ON-SITE MANAGERS REPORT:

Scott Thomas reported to Directors, in a written report, on items for the current period ending January 31, 2018. A copy of the report is made a part of these Meeting Minutes.

PRESIDENTS REPORT:

Manresa Stairs: 75 letters were received by Coastal Commission supporting the repair of the stairs. The coastal commission expects the requested waiver to be granted. Henry will work to have the letters of support forwarded to the state in pursuit of funding.

Median: Discussions are ongoing with Sand Dollar HOA as well as K&D Landscape to develop a plan.

RECAP OF WORK ORDERS AND CORRESPONDENCE:

The Board reviewed work orders included in their packet.

NEW WORK REQUESTS:

None however Scott will forward 2 in the coming days – 1 minor roof repair and 1 stair flashing repair.

LANDSCAPE COMMITTEE

Median. See Presidents Report

ARCHITECTURAL COMMITTEE:

No report

SOCIAL:

A July 4th party is being planned.

OLD BUSINESS

Reaffirm Reserve Expenses. A motion was made to reaffirm the Reserve expenses incurred; Engineer \$450, Deck Beam Replacement \$4,775, Joist replacement \$566 and Retaining wall repair \$1,545. MSP.

NEW BUSINESS

Siding repair/ inspection and painting. Bids for Section C inspection and paint will be reviewed at the March meeting.

Dryer Vent & Chimney Cleaning. Board reviewed proposals from 3 vendors. ACO to survey owners to develop a list of units with gas burning fireplaces and determine if insurance requires chimney inspections/cleaning. Bob will speak with vendors and make recommendation at next meeting.

Nominating Committee. A motion was made to appoint Mary Ann Herlihy (Chair), Bob Carpenter and John Mello to serve as Nominating Committee. ACO to send call for candidates. Final Call for candidates to be at AOM.

PENDING ITEMS

Transfer of excess funds. Board members discussed transferring \$20,000 from operating to Reserve (\$71,111 less 22,042 liabilities less 1-month operating allowance). MSP

HOMEOWNERS FROM THE FLOOR.

NEXT MEETING DATE CONFIRMED:

Directors Meeting – March 5, 2018. 6:00PM at the CDS Clubhouse

ADJOURNMENT:

There being no further business to bring before the Association's Board of Directors, a motion was duly made, seconded, and by unanimous voice vote of Directors present adjourned the public portion of the Meeting at 7:38 p.m.

IMPORTANT REMINDER!

EMERGENCY CONTACTS:

SCOTT THOMAS, ONSITE MANAGER	(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.