

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

March 5, 2018 at 1:00 p.m.

CDS Clubhouse, 400 Abalone Drive, La Selva Beach

CALL TO ORDER:

The meeting was called to order at 1:00 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, Jesse Fielding

Absent: Paul Van Hoorickx

OTHERS PRESENT:

Nate Summer & Cara Melim, from the Management Company. Cara 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. Two home owners were also present, Cathy Matthews and Diane Lehmann.

MINUTES:

Minutes from the Board of Directors Meeting held on February 5, 2018 were approved as amended:

Amend: Under President's Report change county commission to Coastal Commission on page 1 and make second sentence of Median discussion on page 2 a separate paragraph.

FINANCIAL REPORTS:

Financial reports for the 1-month period through January 31, 2018:

Balance Sheet Report – Total funds on deposit \$1,222,592

Operating Fund Report – Revenues total \$30,179; Expenses total \$24,190; Net Income of \$5,989

Reserve Fund Report – Revenues total \$17,269; Capital repairs total \$7,336; Net Income of \$9,933

Aged Receivable Report. All members are current with two exceptions, one under 30 days past due. Fifteen owners are prepaid.

ON-SITE MANAGERS REPORT:

Scott Thomas reported to Directors, in a written report, on items for the current period ending February 28, 2018. A copy of the report is made a part of these Meeting Minutes.

PRESIDENTS REPORT:

Manresa Stairs – Draft letter to the State Senator and State Assemblyman presented to and reviewed by meeting. Letter will be sent by Henry on behalf of the board.

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

LANDSCAPE COMMITTEE

Median – See Presidents Report

ARCHITECTURAL COMMITTEE:

No report

SOCIAL:

A July 4th party is being planned.

NOMINATING COMMITTEE:

There are two open seats with three members having submitted their names for candidacy. Election to remain open through the Annual Meeting on April 7th to allow for other candidates. Ballots will be mailed thereafter as well as a statement from each candidate; Ballots to be counted during the May Director's Meeting, rescheduled for May 14, 2018 at 1:00 pm.

OLD BUSINESS

Trim/Siding Inspection Section C – A motion was made to accept the proposal from Dave Parks Construction contingent on Scott discussing scope of work with David Parks. Scott to move forward if satisfied. *Motion seconded and passed*

Painting Section C – Painting bids for Section C were reviewed. A motion was made to accept the proposal from Gullings, estimate # 379 for \$103,694.90, contingent on work being performed continuously. *Motion seconded and passed*

Vent & Chimney Cleaning – Board reviewed proposals from 3 vendors. A motion was made to select A-1 Chimney Sweep, subject to eliminating fireplaces that do not require cleaning. ACO to work with A-1 Chimney to eliminate those owners who do not require chimney cleaning. *Motion seconded and passed*

2018 Reserve Projects – An updated list of the projects was provided to the board. Add Salt Water Pool Conversion to the list.

Improvement Agreements – Board reviewed and discussed CC&R's pg. 19, paragraph two, pertaining to Ted Gugolz and Ursula Feusi's deck expansion at 455 Arca Drive.

Board determined that replacing existing deck or portion thereof with essentially equivalent material was within exclusion from the transfer of maintenance responsibilities for homeowner improvements in the CC&Rs.

NEW BUSINESS

Mailbox and or Number Replacement – ACO to move forward on obtaining bids; one to replace the numbers and the other replace the mailbox as well.

Basketball Backboard and Mount – Honey Do Services bid was reviewed. A motion was made to move forward with work as presented. *Motion seconded and passed*

Insurance Renewal – Board was presented with three quotes from LaBarre/Oksnee Insurance Agency. A motion was made to renew existing policies as shown under Carrier #1 on quotation summary. *Motion seconded and passed*
ACO to investigate and report at future meeting on potential additional insurance as depicted under Carrier #2 on insurance quote summary.

Annual Meeting Topics – An Annual Meeting Agenda was provided to the board. Additions to include “Insurance” and “ARC Requirements”.

HOMEOWNERS FROM THE FLOOR:

Owner Cathy Matthews, reported two dead trees and that she would like to remove them. Scott agreed that should be done.

NEXT MEETING DATE CONFIRMED:

Directors Meeting – April 2, 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 2:35 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.