

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

July 1, 2019 at 6:00 p.m.

CDS Clubhouse, 400 Abalone Drive, La Selva Beach

CALL TO ORDER

The meeting was called to order at approximately 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, Mary Ann Herlihy, Jesse Fielding, and Bob Carpenter

Absent: Bruce Margon

OTHERS PRESENT

Nate Summer, from the Management Company. Nate served as the recording secretary appointed at the outset of the Meeting. Also, present Scott Thomas, who serves as the Association's On-Site Manager and 4 homeowners. Frank & Patty Losco, Pat Vance & Monna Lang.

OUT OF ORDER

NEW BUSINESS - Board reviewed proposals for stair repair at 424 Santa Monica and heard from affected owners. Motion to approve proposal from Tru Construction to make requisite repairs for \$4,217.87. MSP.

MINUTES

Minutes from the Board of Directors Meetings held on May 6, 2019 were approved as amended:

- List names of attendees Colin Tierney & Gloria Johnson, Mark & Judy Mathews, Monna Lang & John Bilby *Motion, Seconded and Passed*

Minutes from the Board of Directors Meeting held on June 3, 2019 were approved as presented as amended.

- List of attendees to include Pat Vance & John Mello and correct spelling. *Motion, Seconded and Passed*

FINANCIAL REPORTS

Financial reports for the 5-month period through May 31, 2019:

Balance Sheet Report – Total funds on deposit \$1,214,120.41

Operating Fund Report – Revenues total \$158,877.34; Expenses total \$163,861.60; Net Loss of \$4,984.26

Reserve Fund Report – Revenues total \$78,452.85; Capital Expenses total \$28,423.89; Net Income of \$50,028.96.

Aged Receivables Report. With the exception of one owner, all members are current, and 29 owners are prepaid.

ON-SITE MANAGERS REPORT

Scott Thomas reported to Directors, in a written report, on items for the current period ending June 30, 2019. A copy of the report is made a part of these Meeting Minutes.

PRESIDENTS REPORT

Henry has worked with Parks Service in pursuit of an estimated cost of park stairs replacement project in an effort to organize a private fundraising campaign to assist funding the project.

RECAP OF WORK ORDERS AND CORRESPONDENCE

The Board reviewed work orders included in their packet.

Board reviewed bid from C&J Cleaning & Pressure Washing to pressure wash all common area concrete including driveways at cost of \$13,595.00. Motion to accept the bid. Made, Seconded and unanimously passed

NEW WORK REQUEST

None

LANDSCAPE COMMITTEE

No report

ARCHITECTURAL COMMITTEE

No report

SOCIAL

No report

OLD BUSINESS

- A. Seal coating of roads & Parking – Board reviewed 3 bids. All bids included seal coating all roads, 1 included overlay of paving area, 2 included removal and replacement of parking areas. Board discussed the additional costs. Motion to award bid to Earth Works with 2 coats at a cost not to exceed \$58,400. Made, seconded and unanimously passed. Henry to meet w Earthworks to request some parking areas treated at lower cost.
- B. Short-term rental policy – Moved to Exec Session
- C. Emergency Response Plan – No report. Tabled to next meeting

- D. Insurance Update – Board discussed distribution of insurance coverage advisory info to membership. Board determined that members should seek advise of their insurance advisors regarding coverage necessary for their situation.
- E. Picket fence repair/replace – Tabled until next meeting
- F. Clubhouse Access – Board continues to work toward facilitating access as part of the eventual clubhouse improvements. Question of rekeying pool remains to be discussed
- G. Clubhouse improvements – Bob is obtaining bids for improvements being considered.
- H. Pool Rules – Board reviewed photos of various rule signs. No action taken
- I. Reserve Projects –
- J. No Parking Signs – ACO to have 2 signs made to be mounted on the existing light pole. Stop sign to be replaced as well.

NEW BUSINESS

- A. Stringer Replacement (424 Santa Monica) – This item was incorrectly listed as 296 CDS in the meeting Agenda. This was covered Out of Order.

HOMEOWNERS FROM THE FLOOR

Board considered, and denied, a written request for refund from 442 Oyster with regard to power washing driveways.

NEXT MEETING DATE CONFIRMED

Directors Meeting – August 5, 2019 at 6:00 pm at the CDS Clubhouse

ADJOURNMENT TO EXECUTIVE SESSION

The board adjourned to Executive Session at 7:28 to consider legal matters.

MEETING RECONVIENED & ADJOURNED

The board reconvened at approximately 7:35pm. There being no further business to bring before the Association’s Board of Directors, the meeting was adjourned at approximately 7:42 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.