

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

July 6, 2020 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 4:03 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, Bruce Margon, Judy Mathews.

OTHERS PRESENT

Homeowners Colin Tierney & Monna Lang. 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 Meetings held on June 1, 2020 and Executive Session held on June 17, 2020 were reviewed and amendments proposed. A motion was Made, Seconded and Passed (MSP) to approve as amended.

FINANCIAL REPORTS

Financial reports for the 5-month period May 1, 2020 through May 31, 2020:

Balance Sheet Report – Total funds on deposit \$1,326,191.

Operating Fund Report – Revenues total \$150,228. \$136,515. Net Gain of \$13,713.

Reserve Fund Report – Revenues total \$100,712. Capital Expenses total \$12,479. Net Income of \$169,478.

Aged Receivables Report. All are current.

ON-SITE MANAGERS REPORT

Tom Hewett provided a written summary of events of the past month. A copy of his report is attached to these Minutes.

PRESIDENTS REPORT

Henry Bose gave his last Presidential report for Canon Del Sol HOA as he has stepped down from his role, in serving on the Board for over a decade. Henry noted that structure deterioration (as a result of age and or environment) and landscape irrigation are the two most significant problems for Canon Del Sol going forward and putting pressure on the Associations reserves.

OLD BUSINESS

- A. Board reviewed drainage Proposal to install a French style drain along the side of unit 484. Motion to approve the proposal from Quilici Landscape in the amount of \$2,250. MSP 5.0

- B. Step Repair- Board reviewed the proposal for repairing the steps below the tennis courts it was decided to hold off on the repairs at this time.
- C. Driveway Repairs-Board reviewed proposals for concrete repairs to driveways 407 Canon del Sol and 296 Pismo Drive. Motion to approve the proposal from Whitlow Concrete, in the amount of \$7,400. MSP. 5-0
- D. Section A- siding repair: Board reviewed the change orders for units 413,425 & 467 Motion to approve the change order proposal from Tru Construction. MSP 5.0

NEW BUSINESS

- A. Election of Directors by Acclimation – Motion to appoint Bruce Margon & Colin Tierney. (moved) Jesse (2nd) Judy.
- B. **Assignment of Officers:** Nate discussed the roles and responsibilities of each officer. Board members were assigned as follows (MSP):
Bob Carpenter – President
Judy Mathews – Vice President
Jesse Fielding – Secretary
Colin Tierney - Treasurer
Bruce Margon - Director at Large

HOMEOWNERS FROM THE FLOOR:

None.

MEETING ADJOURNED

There being no further business to bring before the Association’s Board of Directors, the meeting was adjourned at approximately 5:00p.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.