

# **CANON DEL SOL HOMEOWNERS ASSOCIATION**

## **BOARD OF DIRECTORS MEETING MINUTES**

September 8, 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 4:00 p.m. by Bob Carpenter. 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**

Bob Carpenter, Jesse Fielding, Bruce Margon, Judy Mathews, and Colin Tierney.

### **OTHERS PRESENT**

Homeowners Monna Lang, Marilyn Nussbaum and Mark Fishwick, 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 Meeting held on August 3, 2020 and were reviewed and amendments proposed. A motion was Made, Seconded and Passed (MSP) to approve as amended.

### **FINANCIAL REPORTS**

Financial reports for the 7-month period through July 31, 2020:

Balance Sheet Report – Total funds on deposit \$1,130,244.

Operating Fund Report – Revenues total \$210,496. Expenses \$207,847. Net Gain of \$2,649.

Reserve Fund Report – Revenues total \$140,907. Capital Expenses total \$250,471. Net loss 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**

The siding repairs performed by Tru Construction for 260 Pismo drive was approved by President Bob Carpenter. Bob Carpenter and maintenance manager Tom will be meeting with Quilici to discuss landscape improvements.

### **OLD BUSINESS**

#### **A. Retaining wall update**

Haro Kasunich conducted a geotechnical survey where the failed retaining wall is located, once we receive their report our structural engineer can move forward with the necessary structural drawings that are needed before repairs can be made.

## **NEW BUSINESS**

### **A. Community Tree Plan**

The Board discussed and approved management to obtain proposals for annual tree pruning of all common area trees. The landscape committee will do a walk-thru with each arborist to access trees for pruning. MSP 5-0

### **B. Check signing Process**

Board discussed check signing process and agreed that Board President Bob Carpenter and Vice President Judy Mathews will be the main point of contact for any reserve checks that need to be signed.

### **C. Pool Sign-up Hours**

Board agreed to post pool rule reminder on Canon del Sol's website. Board discussed the possibility of extending pool hours to open at 8:00am for lap swimmers and to keep the pool heated and opened year-round. Management will investigate the cost prior to Board making their final decision.

### **D. Draft 2021 Budget:** Nate went over part of the drafted 2021 budget with the Board. Board will review the full 2021 budget to be approved by the end of October.

### **E. Board Meeting Notice Distribution**

Board asked management to post Board meeting notices with Zoom login instructions on community bulletin board in addition to the website.

### **F. Retention Basin Behind 437 Canon:** Board asked management to schedule Whitlow concrete to assess the detention basin and obtain a proposal for any needed repairs.

## **HOMEOWNERS FROM THE FLOOR**

Homeowner Marilyn Nussbaum discussed the concern about the permitter clearing that has not been done by the state parks. Confirmed that in the past CDS has done this with parks approval. Nate confirmed that there is evidence of a budgetary line item for this activity. The Board asked management to contact State Parks about the permitter clearing to see what can be done. In addition, it was reported to management that the Canon Del Sol website had not been updated to reflect Bob Carpenter as the current Board President, management will make the necessary update.

## **MEETING ADJOURNED**

There being no further business to bring before the Association's Board of Directors, the meeting was adjourned at approximately 5:20p.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.