

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

September 9, 2019 at 2:00 p.m.
CDS Clubhouse, 400 Abalone Drive, La Selva Beach

CALL TO ORDER

The meeting was called to order at approximately 2:00 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, Bruce Margon, Jesse Fielding and Bob Carpenter

Absent: Mary Ann Herlihy

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 homeowners Colin Tierney, Gloria Johnson, Pat Vance, John Mello, Joe Nussbaum, Judy Mathews, Mark Mathews, Linda Copp, Susan Forrester & Carlos Echeverria (arrived late).

OUT OF ORDER

CLUBHOUSE IMPROVEMENTS –

Bob explained that Gloria Johnson agreed to help coordinate activities. A meeting was held on August 22 and was attended by several interested residents. After discussion a Motion was made to approve proposal from J's Custom Painting to paint the ceiling of the clubhouse (using the "Plywood Rafter Option"). Work to begin as soon as possible (anticipated to be before Sept. 20). *Motion made, Seconded and Passed*

Gloria reviewed the meetings recommendations including painting, flooring material, lighting and various considerations.

Comments were made regarding a Short-Term Rental Policy

MINUTES

Minutes from the Board of Directors Meetings held on August 5, 2019 were approved as presented. *Motion made, Seconded and Passed*

FINANCIAL REPORTS

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

Balance Sheet Report – Total funds on deposit \$1,247,975

Operating Fund Report – Revenues total \$254,458 Expenses total \$258,581; Net Loss of \$4,122

Reserve Fund Report – Revenues total \$124,863; Capital Expenses total \$50,451; Net Income of \$74,412.

Aged Receivables Report. With the exception of two owners, all members are current.

ON-SITE MANAGERS REPORT

Scott Thomas reported to Directors, in a written report, on items for the current period ending August 31, 2019. A copy of the report is made a part of these Meeting Minutes.

PRESIDENTS REPORT

Henry met with Sand Dollar HOA representatives to discuss putting a gate on Sand Dollar Drive above the entrance to CDS. After discussion the Board agreed that CDS would not participate in exploration of this proposal.

RECAP OF WORK ORDERS AND CORRESPONDENCE

The Board reviewed work orders included in their packet.

NEW WORK REQUEST

None

LANDSCAPE COMMITTEE

La Selva Tree gave a bid to remove trees and brush on Sand Dollar. Board agreed CDS will consider contributing to fund the proposal.

ARCHITECTURAL COMMITTEE

None

SOCIAL

No report

OUT OF ORDER

NEW BUSINESS

- A. Utility Easement (SCWD) – Board reviewed notice from SCWD indicating their intention to trench within the community for the purpose of bringing power to the water tank above CDS.

OLD BUSINESS

- A. Seal coating of roads & Parking – Board reviewed email from Earthworks and agreed work must be done in October. ACO to follow up.

- B. Short Term Rental Policy – A Motion was made to distribute the draft policy as reviewed for comment from owners. Comments due such that they can be reviewed at the November meeting. *Motion made, Seconded and Passed*
- C. Emergency Response Plan – No report. Tabled to next meeting
- D. Picket fence repair/replace – A Motion was made to approve repairs of the most necessary areas at a cost NTE \$4,000. Work to be done by Tom Hewett. *Motion made, Seconded and Passed*
- E. Clubhouse Access – ACO was asked to obtain bids for an access control device system possibly to include the pool area.

HOMEOWNERS FROM THE FLOOR

Questions were asked and comments made regarding dues and expenses as they relate to the obligations of the HOA

NEXT MEETING DATE

Directors Meeting – Monday October 7, 2019 at 6:00 pm at the CDS Clubhouse

MEETING ADJOURNED

The board adjourned to Executive Session at approximately 4:08pm to discuss contracts.

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