

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

October 2, 2017 at 6:00 p.m.

CDS Clubhouse, 400 Abalone Drive, La Selva Beach

CALL TO ORDER:

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

Absent: Paul Van Hoorickx.

OTHERS PRESENT:

Nate Summer and Michele Suttora, from the Management Company, Michele 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.

MINUTES:

Minutes from the Board of Directors Meeting held on September 11, 2017 were approved as amended:

Amend: Grammar corrections to page 2.

FINANCIAL REPORTS:

Financial reports for the 8-month period through August 31, 2017:

Balance Sheet Report. Total funds on deposit \$1,171,401

Operating Fund Report. Revenues total \$250,622. Expenses total \$220,406. Net change +\$30,216.

Reserve Fund Report. Revenues total \$127,352. Capital repairs total \$16,124. Net change +\$111,228.

Aged Receivable Report. All members are current with four exceptions, four under 30 days past due. Forty-four owners are prepaid.

ON-SITE MANAGERS REPORT:

Scott Thomas reported to Directors, in a written report, on items for the current period ending September 31, 2017. A copy of the report is made a part of these Meeting Minutes.

PRESIDENTS REPORT:

None.

RECAP OF WORK ORDERS AND CORRESPONDENCE:

The Board reviewed work orders included in their packet.

NEW WORK REQUESTS:

None.

LANDSCAPE COMMITTEE

Median. A motion was made to approve cleanup and debris hauled away off the right side of San Andreas Road, CDS portion NTE \$5,000 shared with Sand Dollar HOA, seconded and passed unanimously.

ARCHITECTURAL COMMITTEE:

Deck Expansion – 466 Abalone. Tabled for revised plans.

Deck Expansion – 455 Arca. A motion was made to approve the revised plans for 4' extension with angled corners, subject to the approval of the neighbor at 449 Arca, seconded and passed unanimously.

Solar Policy – Tabled until November.

SOCIAL:

None.

OLD BUSINESS

Draft 2018 Operating Budget and Reserve Plan. The draft operating budget and reserve plan were presented to the Board for review. Certain changes were discussed and those agreed upon will be inserted in the next draft. Tabled until November.

The Board agreed to have the draft Reserve Study prepared by Applied Reserve Analysis released as final.

NEW BUSINESS

January 2018 Meeting Date. The Board tentatively scheduled the meeting for January 8, 2018 without ACO present due to the holiday. If ACO is needed to attend the meeting it will be rescheduled to when ACO can attend.

HOMEOWNERS FROM THE FLOOR. None.

NEXT MEETING DATE CONFIRMED:

Directors Meeting – Monday, November 6, 2017

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 7:08 p.m.

Closed Executive Session.

Session was called to order at 7:08P.M. to review management contract.

Adjournment

Directors adjourned the closed executive session at 7:13 P.M. by a unanimous vote for a motion to adjourn. MSP.

WIFI IN THE CLUBHOUSE.

Username:XXXXXXXXXX

Password: XXXXXXXXXXXX

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.