

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

October 7, 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, Bruce Margon and Bob Carpenter

Absent: Mary Ann Herlihy & Jesse Fielding

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 Gloria Johnson, Pat Vance, Mark Matthews & Diane Lehmann.

OUT OF ORDER

CLUBHOUSE IMPROVEMENTS –

Gloria reviewed bids received & estimates of expected expenses. Bids still coming in. Discussed need for door replacement. Bob moved to proceed with final paint of whole clubhouse, replace main room flooring and lights (Light cost NTE \$3,500). Work to be done by J's Custom and Rainbow Carpets. Motion made/Second/Passed.

MINUTES

Minutes from the Board of Directors Meetings held on August 5, 2019 were approved as amended. *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 \$1,245,1705

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 the Meeting Packet.

PRESIDENTS REPORT

None

RECAP OF WORK ORDERS AND CORRESPONDENCE

The Board reviewed work orders included in their packet.

NEW WORK REQUEST

None

LANDSCAPE COMMITTEE

None

ARCHITECTURAL COMMITTEE

Application to replace windows 367 CDS – Approved by ARC committee prior to meeting. Board affirmed this decision understanding that a slightly different window frame would be used.

SOCIAL

No report

OLD BUSINESS

- A. Seal coating of roads & Parking – Notices were sent to all owners 2x. Henry & Scott have agreed to notify all tenants as possible.
- B. Short Term Rental Policy – Comment period ongoing.
- C. Emergency Response Plan – No report. Tabled to next meeting
- D. Clubhouse Access – bids pending
- E. Clubhouse Improvements – Addressed earlier
- F. 2020 Operating Budget & Reserve Plan – Tabled

NEW BUSINESS

None

HOMEOWNERS FROM THE FLOOR

None

OUT OF ORDER

EXT MEETING DATE

Directors Meeting – Monday November 4, 2019 at 6:00 pm at the CDS Clubhouse

MEETING ADJOURNED

The board adjourned to Executive Session at approximately 7:25 pm to discuss contracts & personnel.

There being no further business to bring before the Association’s Board of Directors, the meeting was adjourned at approximately 8:15 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.