

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

November 6, 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, from the Management Company, Nate 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 October 2, 2017 were approved as presented.

FINANCIAL REPORTS:

Financial reports for the 9-month period through September 31, 2017:

Balance Sheet Report. Total funds on deposit \$1,188,997

Operating Fund Report. Revenues total \$281,831. Expenses total \$224,605. Net change +\$37,226.

Reserve Fund Report. Revenues total \$143,318. Capital repairs total \$23,921. Net change +\$119,369.

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

ON-SITE MANAGERS REPORT:

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

PRESIDENTS REPORT:

See Fire Protection below.

443 – 455 CDS have cracked concrete deck footings and the steel within is showing signs of rust. Board will evaluate repair needs and options in the coming months.

RECAP OF WORK ORDERS AND CORRESPONDENCE:

The Board reviewed work orders included in their packet.

NEW WORK REQUESTS:

None.

LANDSCAPE COMMITTEE

Median. Sand Dollar median project on hold temporarily pending Sand Dollar HOA completing their governing document revision. Henry and Scott will begin community landscape projects in the next week working according to the Boards previously agreed upon priority list.

ARCHITECTURAL COMMITTEE:

Deck Expansion – 466 Abalone. No further info received from homeowner. Tabled for revised plans and will be removed from future agendas until homeowner resubmits.

Solar Policy – Board reviewed the Solar Policy and having solicited member input, a motion was made to approve the Solar Policy as distributed. MSP. Bob will draft a guide for solar installations in CDS for Board review.

SOCIAL:

None.

OLD BUSINESS

Draft 2018 Operating Budget and Reserve Plan. The revised draft operating budget and reserve plan were presented to the Board for review. Certain changes were discussed and agreed upon. A motion was made to approve the budget as amended, dues to remain the same for 2018

Deck Maintenance Policy. Board discussed the deck maintenance policy and various ways to allocate costs related to R & M of owner deck expansion. Bob will develop proposed language and submit for review at next meeting. Tabled to January.

January 2018 meeting schedule. January meeting to be held January 8. ACO will not be present due to schedule conflict.

Reserve Expenditures – Roofs. Work by Saso Construction and Cal Coast Roofing approved as necessary Reserve Expenses. MSP

NEW BUSINESS

2018 Assessments. As approved with the Budget, dues to remain the same for 2018.

Fire Protection. Fire Department reviewed property at Henry's request. Recommendation for brush removal to ensure fire break especially removing Pampas Grass.

PENDING ITEMS

Rat Abatement program

HOMEOWNERS FROM THE FLOOR.

NEXT MEETING DATE CONFIRMED:

Directors Meeting – December CANCELLED

January 2018 rescheduled to January 8, 2018

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 7:38 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.