

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

November 5, 2018 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, Mary Ann Herlihy, Bob Carpenter, Jesse Fielding and Bruce Margon
Absent: None

OTHERS PRESENT

Nate Summer & Cara Melim, from the Management Company. Cara 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. Two home owners were also present, John Mello and John Hansen.

MINUTES

Minutes from the Board of Directors Meeting held on October 1, 2018 were approved as amended:

- Under Old Business, add to 2nd bullet point: *to paragraph 3 of the form*
- Under New Business Item B, delete last two sentences and add to 2nd sentence: *...the Board determined not to increase assessments.*

FINANCIAL REPORTS

Financial reports for the 8-month period through September 30, 2018:

Balance Sheet Report – Total funds on deposit \$1,172,580

Operating Fund Report – Revenues total \$29,963; Expenses total \$26,951; Net Income of \$3,012

Reserve Fund Report – Revenues total \$17,411; Capital Expenses total \$21,804; Net Loss of \$4,394

Aged Receivables Report. All members are current. Thirty-five 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, 2018. A copy of the report is made a part of these Meeting Minutes.

PRESIDENTS REPORT

Landscaping Projects – The Board President distributed photo simulations provided by the landscape architect. He then asked the Board to look at the locations on the photo and bring forward suggestions for the landscape work.

PRESIDENTS REPORT CONT...

Median Improvement – Agreement with Manresa Vista, LLC was drafted and distributed to Board members for review.

RECAP OF WORK ORDERS AND CORRESPONDENCE

The Board reviewed work orders included in their packet.

NEW WORK REQUEST

None

LANDSCAPE COMMITTEE

No report

ARCHITECTURAL COMMITTEE

No report

SOCIAL

No report

OLD BUSINESS

- A. 2019 Budget – A motion was made to approve the 2019 Budget as presented. *Motion, Seconded and Passed*, unanimously.
- B. Wood Fence – The Board reviewed the proposal from Cypress Coast Fence to replace 80 linear feet of fence, totaling \$7,310. A motion was made to approve the proposal as presented. *Motion, Seconded and Passed*

NEW BUSINESS

- A. All-in Insurance Policy – The Board reviewed quote from American Alternative in the amount of \$30,092. Per Labarre/Oksnee there are other quotes pending. The Board then decided to proceed with the American Alternative proposal and to consider and respond to additional quotes and proposals if and when received.
- B. Owner/HOA Add-on Deck Responsibility Policy – The Board discussed owner/HOA responsibility when expanding decks, such as painting and/or repairs. The Board President suggested a policy be drafted to be consistent for all homeowners.

HOMEOWNERS FROM THE FLOOR

Homeowner John Mello provided ACO with Holiday Party flyers for distribution to all homeowners via method of communication. He then asked the Board for \$350 to cover the cost of the party. A motion was made to approve \$350 for the Holiday Party scheduled for December 8, 2018 at 3:00 pm at the Canon del Sol Clubhouse.

Homeowner and Board Member Mary Ann Herlihy expressed concern with mail delivery as some mail is not getting to her and may have gotten stolen. She suggested the Board consider replacing the mailboxes with locking mailboxes. She also suggested consideration be given to modifying the number of pets policy. Both suggestions were discussed but no action taken.

NEXT MEETING DATE CONFIRMED

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

ADJOURNMENT

There being no further business to bring before the Association's Board of Directors, the meeting was adjourned at approximately 6:55 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.