

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

December 2, 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, Bob Carpenter, Jesse Fielding

Absent: Mary Ann Herlihy

OTHERS PRESENT

Nate Summer & Tom Hewett 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 homeowner Pat Vance.

OUT OF ORDER

NEW BUSINESS – HOLIDAY PARTY FUNDS REQUEST

The Board reviewed the request for a check payable to Pat Vance to fund the upcoming holiday party. Motion to advance \$400.00 to Pat Motion/Second/Passed 4-0

MINUTES

Minutes from the Board of Directors Meetings held on November 4, 2019 were reviewed. Approval of Minutes tabled to next meeting to allow Board to review corrections/Changes.

FINANCIAL REPORTS

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

Balance Sheet Report – Total funds on deposit \$1,285,916

Operating Fund Report – Revenues total \$318,480 Expenses total \$316,4212; Net Gain of \$2,059

Reserve Fund Report – Revenues total \$157,263; Capital Expenses total \$60,635; Net Income of \$96,637.

Aged Receivables Report. All members are current.

ON-SITE MANAGERS REPORT

Scott Thomas reported to Directors that Tom replaced the clubhouse chimney cap and started fence repairs. Clubhouse paint & floor finished, Bob to reinstall TV and replace pool table and furniture. Irrigation & Pool shut down for the season.

PRESIDENTS REPORT

Henry reported that the farmer took trees out on Sand Dollar and is grinding all stumps. Farmer must replace equal number of trees per agreement with the County. Henry then reviewed the scheduled 2020 Reserve projects.

NEW WORK REQUEST

None

ARCHITECTURAL COMMITTEE

None

SOCIAL

Covered Out of Order

OLD BUSINESS

- A. Short Term Rental Policy – Henry reviewed draft letter & questionnaire he proposes sending to all owners to gauge the level of support for the proposed rule. The drafted documents will also include an “against” statement drafted by an owner. Matter Tabled until final responses obtained.
- B. Emergency Response Plan - Tabled
- C. Clubhouse Access – Board decided NOT to pursue keyfob access but rather install a 2nd key entry at front door allowing owners access using pool key during regular business hours. 2nd lock to opened/closed by First Alarm. Matter Tabled pending determination of ability to install 2nd lock and make front doors more functional.
- D. Clubhouse Improvements – Flooring and painting completed. Furniture going back. Bob to get costs for 2 area rugs, chair carts and new ping pong table.

NEW BUSINESS

- A. Holiday Party Funds Request – Handled out of order.
- B. Nominating Committee – Bob, Jesse & Scott volunteered to act as Nominating Committee.
- C. Election Rules – Board reviewed requirements of SB323 and the Election Rule proposal obtained from Berding & Weil. Motion to accept B&W proposal at cost of \$800. MSP 4-0
- D. Insurance - Board reviewed proposal and recommendation from Labarre Oksnee Inc. Motion to accept proposal that keeps overall costs within budget. MSP 4-0

MEETING ADJOURNED

There being no further business to bring before the Association’s Board of Directors, the meeting was adjourned at approximately 8:10 p.m.

***** IMPORTANT REMINDER *****

EMERGENCY CONTACTS

SCOTT THOMAS, ONSITE MANAGER (831) 722-4048
ANDERSON & COMPANY (831) 688-1090

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.