

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

June 5, 2017 at 6:00 p.m.

CDS Clubhouse, 400 Abalone Drive, La Selva Beach

CALL TO ORDER:

The meeting was called to order at 6:03 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, Paul Van Hoorickx and Jesse Fielding.

Absent: None.

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 May 1, 2017 were approved as presented.

FINANCIAL REPORTS:

Financial reports for the 4 month period through April 30, 2017:

Balance Sheet Report. Total funds on deposit \$1,071,245.

Operating Fund Report. Revenues total \$125,376. Expenses total \$123,506. Net change +\$1,870.

Reserve Fund Report. Revenues total \$63,579. Capital repairs total \$7,539. Net change +\$56,040.

Aged Receivable Report. All members are current with five exceptions, one owner is 90 days past due and four under 30 days past due. Thirty-two owners are prepaid.

2016 FINANCIAL REVIEW:

The Board reviewed the 2016 financial review included in their packets. The financial review is available to all owners upon request.

ON-SITE MANAGERS REPORT:

Scott Thomas reported to Directors, in a written report, on items for the current period ending May 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:

FAQ will be placed on the website

LANDSCAPE COMMITTEE

Scott and Henry are chipping away at the smaller projects. Mary Ann thanked Scott and Henry for all their work on landscaping projects.

Median. Scott will look into options for short term weed control.

ARCHITECTURAL COMMITTEE:

Deck Expansion 455 Arca. Tabled.

Window Replacement – 425 CDS. A motion was made to approve the replacement of all windows in the unit with Milgard Tuscany, seconded and passed unanimously, Mary Ann abstained.

Solar Policy. Tabled for the Board to review.

SOCIAL:

None.

OLD BUSINESS

Reserve Fund Expenditures 2017. The Board reviewed the list of reserve items scheduled for 2017 in the reserve plan. No action was taken at this time.

Roof Inspections. The Board reviewed three proposals ranging in the amount of \$1,845 - \$7,500 for roof inspections. A motion was made to accept the proposal in the amount of \$1,845 from Cal Coast Roofing, seconded, and passed unanimously.

Pool Furniture. A motion was made to approve Scott to purchase pool lounge chairs NTE \$1,000, seconded and passed unanimously.

Reserve Study. Board members were emailed draft copies of the Reserve Study to review. A meeting with Eric, Applied Reserve Analysis will be scheduled.

Clubhouse Remodel. Tabled, awaiting proposals.

Rat Abatement Program. Cardiff Pest Control suggests keeping the program going for a few more months, no action taken at this time.

Homeowner Communication – 308 Pismo. The Board reviewed a complaint regarding illegal parking around the HOA. The Board discussed different options such as installing a gate and implementing parking permits. The installation of a gate has been rejected at this time and parking permits are tabled for possible further discussion. The Board decided to place additional signs regarding parking throughout the development including the area near unit 308 Pismo.

NEW BUSINESS

Authorized Signature (over \$2,500) – A motion was made that any Operating monthly reoccurring invoice over \$2,500 does not need a second signature, seconded, and passed unanimously, Henry abstained.

Reaffirm Reserve Expenses. A motion was made to reaffirm the spa chlorinator \$500 and the pool and spa chemical controller \$3,200 plus taxes, seconded and passed unanimously.

Homeowner Communication – 431 Santa Monica. The Board reviewed the letter from the homeowner regarding solar. Once the Board reviews the draft policy a copy will be sent to the homeowners at 431 Santa Monica.

Homeowner Communication 387 Canon del Sol– The Board reviewed the complaint regarding children in the hot tub. A new sign will be purchased with the hot tub rules on it.

Phone change AT&T to Comcast. The phone service will be out of contract in July. If the pool phone line is compatible with Comcast phone service all phones will be bundled with the current cable and internet provider.

July Directors Meeting Date. The July and August meeting will be combined and held on Monday, July 31. The September meeting will be held on Monday, September 11 due to the Labor Day holiday.

HOMEOWNERS FROM THE FLOOR.

None.

NEXT MEETING DATE CONFIRMED:

Directors Meeting – Monday, July 31, 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 7:44 p.m.

WIFI IN THE CLUBHOUSE.

Password: **510cb1bc77e2a8674171**

IMPORTANT REMINDER!

EMERGENCY CONTACTS:

SCOTT THOMAS, ONSITE MANAGER

(831) 722-4048

ANDERSON & COMPANY
FIRST ALARM

(831) 688-1090
(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.