

CANON DEL SOL HOMEOWNERS ASSOCIATION

**BOARD OF DIRECTORS MEETING MINUTES**

August 1, 2016 at 6:00 p.m.

CDS Clubhouse, 400 Abalone Drive, La Selva Beach

**CALL TO ORDER:**

The meeting was called to order at approximately 6:05 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, Jesse Fielding, Mary Ann Herlihy and Paul Van Hoorickx.

Absent: Colin Tierney.

**OTHERS PRESENT:**

Nate Summer & 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 July 11, 2016 were approved as amended:

**Amend: Nate Summer from the Management Company was not present and fix typo's on page 1.**

**HOMEOWNERS FROM THE FLOOR.**

None.

**FINANCIAL REPORTS:**

Financial reports for the 6 month period through June 30, 2016:

Balance Sheet Report. Total funds on deposit \$1,049,700.

Operating Fund Report. Revenues total \$172,150. Expenses total \$139,281. Net change +\$32,869.

Reserve Fund Report. Revenues total \$108,526. Capital repairs total \$81,128. Net change +\$30,279.

Aged Receivable Report. All members are current with three exceptions. One owner is one month or less past due and two owners are two month's past due. Thirty eight owners are prepaid.

**ON-SITE MANAGERS REPORT:**

Scott Thomas reported to Directors, in a written report, on items for the current period ending July 31, 2016. A copy of the report is made a part of these Meeting Minutes.

**RECAP OF WORK ORDERS AND CORRESPONDENCE:**

Michele recapped work order requests and correspondence.

**NEW WORK REQUESTS:**

None.

**LANDSCAPE COMMITTEE:**

A motion was made to accept Quilici Gardening Revised 1 proposal in the amount of \$8,594 using remaining fund balances from outside landscape labor, landscape supplies, Sand Dollar median, and the balance from landscape maintenance.

A detailed landscape communication will be prepared and sent to all homeowners.

**Contractor vs Employee.** Tabled.

**Homeowner Installation.** The Board determined that homeowners could implement landscape changes at their expense provided the changes were approved by the Board and the association would not pay for the changes or refund the homeowner the cost at a later date.

**ARCHITECTURAL COMMITTEE:**

None.

**SOCIAL:**

None.

**OLD BUSINESS**

**Review Policies & Practices.** Tabled.

**NEW BUSINESS**

**Capital Improvement Projects.** Tabled.

**Skylight Repair/Replace.** A notice will be sent to all homeowners.

**Rat Abatement Program.** Tabled, awaiting further information.

**Clubhouse Remodel.** A survey will be sent to homeowners,.

**Pool Rules Enforcement.** No action taken at this time.

**NEXT MEETING DATE CONFIRMED:**

Directors confirmed that they will meet next on Wednesday, September 7, 2016 at 6:00 P.M.

**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 7:31 p.m.

**WIFI IN THE CLUBHOUSE.**

Password: **510cb1bc77e2a8674171**

**IMPORTANT REMINDER!**

**EMERGENCY CONTACTS:**

<b>SCOTT THOMAS, ONSITE MANAGER</b>	<b>(831) 722-4048</b>
<b>ANDERSON &amp; COMPANY</b>	<b>(831) 688-1090</b>
<b>FIRST ALARM</b>	<b>(831) 684-1111</b>

**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.