

CANON DEL SOL HOMEOWNERS ASSOCIATION

**BOARD OF DIRECTORS MEETING MINUTES**

September 7, 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 6:02 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 Colin Tierney.  
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 August 1, 2016 were approved.

**HOMEOWNERS FROM THE FLOOR.**

None.

**FINANCIAL REPORTS:**

Financial reports for the 7 month period through July 31, 2016:

Balance Sheet Report. Total funds on deposit \$1,047,731.

Operating Fund Report. Revenues total \$200,879. Expenses total \$165,058. Net change +\$35,821.

Reserve Fund Report. Revenues total \$129,918. Capital repairs total \$104,198. Net change +\$25,720.

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

**ON-SITE MANAGERS REPORT:**

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

## **RECAP OF WORK ORDERS AND CORRESPONDENCE:**

Nate recapped work order requests and correspondence.

## **NEW WORK REQUESTS:**

None.

## **LANDSCAPE COMMITTEE:**

**Beach Path Stairs.** Henry reported that the State will be performing a geotechnical study to determine how stairs at Manresa Beach may be replaced. Once report is generated the State and County will have to find a funding source. Board members discussed encouraging a public funding project (GoFundMe or ?) if appropriate. Henry will report when the study is finalized by the State.

**Contractor vs Employee.** The Board reviewed the costs associated with hiring landscapers directly and determined that working with a reputable landscape company provides better value for the community.

**Applicable Improvement Standards.** Tabled until October meeting

## **ARCHITECTURAL COMMITTEE:**

**329 CDS.** Application to replace front door. Approved (noted as being a fiberglass door that will be painted to match) approved with the arched window (option 2 of submission).

## **SOCIAL:**

None.

## **OLD BUSINESS**

### **Review Policies & Practices.**

Letter to new homeowners – Mary Anne distributed a draft letter for Board review and comments.

Homeowner Directory – Mary Anne reviewed feedback from homeowners and the contents of the directory. Motion to print new inserts and distribute to all owners along with a letter advising them that binders can be obtained from Scott (a case of binders in the office). MSP

**Capital Improvement Projects.** Henry reviewed possible projects for Board discussion.

**Rat Abatement.** No information available yet. TABLED

**Clubhouse Remodel.** Board discussed clubhouse remodel alternatives and homeowner feedback. Colin to obtain additional info from designer.

## **NEW BUSINESS**

**Solar.** Board reviewed the costs and potential benefits of installing solar on the clubhouse. Concern expressed regarding the amount of electricity being used. Colin to review actual electric bills and determine how much can be offset (clubhouse, pool, other)

**Weed whacking on Sand Dollar.** Motion to approve \$650 to Klein Landscape to remove weeds from median (at CDS sole expense). MSP

**PENDING ITEMS**

**2017 Operating & Reserve Plan (1<sup>st</sup> draft).** Board received 1<sup>st</sup> budget draft for review and comments at October meeting.

**NEXT MEETING DATE CONFIRMED:**

Directors confirmed that they will meet next on Monday, October 3, 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 7:41 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.