

CANON DEL SOL HOMEOWNERS ASSOCIATION

**BOARD OF DIRECTORS MEETING MINUTES**

November 2, 2015 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, Jesse Fielding, and Colin Tierney.  
Absent: Paul Van Hoorickx.

**OTHERS PRESENT:**

Nate Summer and Michele Suttora, from the Management Company, Michele serves as the recording secretary appointed at the outset of the Meeting.

**MINUTES:**

Minutes from the Board of Directors Meeting held on October 5, 2015 were approved as presented.

**FINANCIAL REPORTS:**

Financial reports for the nine-month period through September 30, 2015:

Balance Sheet Report. Total funds on deposit \$951,303.

Operating Fund Report. Revenues total \$256,708. Expenses total \$204,201. Net change +\$52,506.

Reserve Fund Report. Revenues total \$164,633. Capital repairs total \$23,364. Net change +\$141,270.

Aged Receivable Report. All members are current with seven exceptions. Seven owners are one month or less past due, (\$1,935); twenty five owners have prepaid dues, total -\$15,754.

Board requested the removal of the cancelled checks, check registers, and expense distribution report from future monthly packets.

**ON-SITE MANAGERS REPORT:**

None.

**RECAP OF WORK ORDERS AND CORRESPONDENCE:**

Michele recapped work order requests and correspondence.

**NEW WORK REQUESTS:**

None.

**LANDSCAPE COMMITTEE:**

None.

**ARCHITECTURAL COMMITTEE:**

None.

**SOCIAL:**

None.

**OLD BUSINESS**

**Sand Dollar Road Median Improvements.** Henry followed up with Sand Dollar HOA regarding pulling out of any further work on the median improvements and reported they plan on moving forward with the project as long as it is legally possible. Information is still being gathered from attorney.

Henry presented a preliminary plan which include 3 options of plantings: native, mediterranean, or Australian provided by Deanna Foster, Landscape Architect.

**Insurance Overview.** The Board reviewed the insurance overview provided by Colin, this will be included with the 2016 Disclosure Statement.

**Draft 2016 Operating & Reserve Budget.** A motion was made to approve the 2016 Operating and Reserve Budgets as presented, seconded, and passed unanimously. Dues to remain unchanged.

**NEW BUSINESS**

**Quilici Invoice – Perimeter Clean Up.** Quilici Gardening cleaned around the perimeter from Clamshell to the end of Canon del Sol for \$2,700. Payment of the invoice was approved unanimously.

**Lewis Tree Proposal.** The meeting discussed a proposal from Lewis Tree to remove trees within the development that were dying and to trim trees within the development that needed trimming. The proposal also included certain replacement trees for those removed. The proposed cost of the work was \$8,650. It was estimated that approximately \$6,000 remained in the budget for the tree work. Upon motion duly made and seconded the board unanimously determined to accept and undertake the proposed work up to the amount of such remaining budgetary funds.

**PENDING ITEMS:**

**Review Policies and Practices.** Tabled.

**NEXT MEETING DATE CONFIRMED: DECEMBER MEETING CANCELLED**

Directors confirmed that they will meet next on Monday, January 4, 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 6:56 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.