

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

November 7, 2011 at 6:30 p.m.
CDS Clubhouse, 400 Abalone Drive, La Selva Beach

CALL TO ORDER:

The meeting was called to order at approximately 6:30 p.m. 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:

Mona Salvage, Bob Fennell, Mike Barber, and Jesse Fielding.
Absent: Howard Kalt.

OTHERS PRESENT:

Homeowner Warren Gannon. Ernie Anderson and Michele Maldonado, from the Management Company, Michele served as the recording secretary at the outset of the Meeting. Also present was owner Scott Thomas, who serves as the Association's On-Site Manager.

MINUTES:

Minutes from the Board of Directors Meeting held October 3, 2011 were approved as presented.

Introduction of First Alarm, Dave Hood

Two representatives, Dave Hood and Jack Cross, from First Alarm attended the meeting to explain how First Alarm bills. Dave Hood explained that there are two divisions for First Alarm. The first division handles security systems in the clubhouse and pool area. The second division handles security and patrol. They do drive through security patrols, check for illegal parking in the fire lane and visitor parking, open and close the pool, and dispatch guards when called for disturbances, such as illegal pool entrance and parties.

The Board asked that the guards slow down when driving through the association and attempt to identify all illegal trespassers either by name or vehicle license plate number. They would also like to have First Alarm check the emergency phone that connects directly to First Alarm in the pool area and make sure it is visible to homeowners and is in working order and move if not visible.

The Board thanked Dave Hood and Jack Cross for attending the meeting and explaining the services that First Alarm provides to the Association.

FINANCIAL REPORTS:

Financial reports for the ten-month period through October 31, 2011:

Balance Sheet Report. Total funds on deposit \$647,763.

Operating Fund Report. Revenues total \$246,500 at 101% of budget. Expenses total \$243,625 at 98% of budget.

Reserve Fund Report. Revenues total \$244,236 at 101% of budget. Capital repairs total \$99,750 at 30% of budget. Net change +\$144,486.

Aged Receivable Report. All members are current with nine exceptions. Eight are one month or less past due, totals \$3,543. One owner is two months past due and owes \$1,043. Five owners have prepaid dues, total -\$4,460.

ON-SITE MANAGERS REPORT:

Scott Thomas reported to Directors, in a written report, on items for the current period ending October 31, 2011. A copy of the report is made a part of these Meeting Minutes.

The pool heater will be turned off on December 1st.

RECAP OF WORK ORDERS AND CORRESPONDENCE:

A recap of work order requests and correspondence were reviewed by Directors. A copy of this report is also made a part of the Meeting Minutes.

LANDSCAPE COMMITTEE:

1. Exterior fence line is in good shape.
2. Move dirt off fence line and unbury the bottom rail.
3. The landscape crew will pull weeds at the end of the month in the pond.
4. Nigel will plant two new trees
5. The irrigation water bills are higher than previous periods. This is due to clock B working properly; there are no problems in the lines.
6. Quilici will stay on summer hours and the Board will make a list of projects for them to work on with the extra hours. They will be under budget for the year even with the extra hours.

ARCHITECTURAL COMMITTEE UPDATES:

None.

FINANCIAL COMMITTEE UPDATES:

None.

ENVIRONMENTAL COMMITTEE UPDATES:

Beach Path Drainage Work. Mona reported that she is scheduled to meet with the insurance adjuster from Farmers Insurance Monday, November 14 at 9:30.

COUNTY SERVICE AREA "CSA 5":

The lining of the tanks are now finished. John Swenson may be able to lower the antennas that were put up.

NEW BUSINESS:

Lamp Post Repairs. A bid was obtained from Eveready Electrical in the amount of \$1,050.25 to repair lamps posts that are not working, one near the tennis courts and the other near guest parking.

A motion was made, seconded, and approved to accept this bid.

449 CDS, Replace Main Panel. A bid was obtained from Eveready Electrical to replace the main panel at 449 Canon Del Sol in the amount of \$1,450 due to deterioration of the outside box caused by coastal weather.

A motion was made, seconded, and passed unanimously to accept this bid.

479 Arca Panel Report. An explanation for the electrical panel for 479 Arca was obtained from Eveready Electrical. The needed repairs to the inside panel shows evidence of arcing which caused over heating of the buss bar. By replacing the old breakers and stabbing with new ones this will relieve the heating problem. If the breakers are not replaced it could potentially start a fire.

461 Oyster- Deck Staining. A bid was obtained from Sean Jiggins Painting to power wash and stain the deck at 461 Oyster for \$1.10 per square foot and \$35 for plant removal.

A motion was made, seconded, and passed unanimously to accept this bid.

PENDING ITEMS:

Road Inspection Report. Tabled until December.

Governing Document Revisions. Tabled until December.

Review of Rules and Regulations. Tabled. Agenda item Owners Annual Meeting.

HOMEOWNERS FROM THE FLOOR.

Warren Gannon, homeowner of 443 Santa Monica, reported he has been kept up to date on the progress of the moisture problem in his master bathroom. Contractor Dale Rutledge has sealed the cracks in the master bathroom and is sealing the outside patio cracks. Once this is done they will do a water test to make sure there are no more leaks. If this does not solve the problem the next step to be taken will be to test the roof drain and/or to build a french drain.

NEXT MEETING DATE CONFIRMED:

Directors confirmed that they will meet next on Monday, December 5, 2011 at 6:30 p.m. in the Clubhouse.

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 8:38 p.m.

WEBSITE INFORMATION REMINDER:

The web-site is currently down and we are working to get a new provider.

Name of Website: <http://canondelsol.litesites.info>

Password: surfandsun

IMPORTANT REMINDER!

SHUT YOUR WATER OFF WHEN LEAVING POLICY REMINDER:

Ernie reminds everyone to remember to 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.