

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

April 1, 2013 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. by President Bob Fennell. 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:

Bob Fennell, Howard Kalt, Jesse Fielding, and Henry Bose.

Absent: None.

OTHERS PRESENT:

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

MINUTES:

Minutes from the Board of Directors Meeting held on February 25, 2013 were approved as presented.

FINANCIAL REPORTS:

Financial reports for the three-month period through March 31, 2013:

Balance Sheet Report. Total funds on deposit \$897,692.

Operating Fund Report. Revenues total \$81,282 at 100% of budget. Expenses total \$50,605 at 61% of budget. Net change +\$30,676.

Reserve Fund Report. Revenues total \$59,232 at 100% of budget. Capital repairs total \$29,201 at 24% of budget. Net change +\$30,031.

Aged Receivable Report. All members are current with three exceptions. Five owners are one month or less past due, (\$1,904); Ten owners have prepaid dues, total - \$7,097.

ON-SITE MANAGERS REPORT:

Scott Thomas reported to Directors, in a written report, on items for the current period ending March 31, 2013. A copy of the report is made a part of these Meeting Minutes.

A motion was made to accept the bid from Progressive Pools in the amount of \$12,500 - to replace the pool heater \$8,350 and the spa heater \$4,150, seconded and passed unanimously.

A motion was made to accept the bid from Knox Roofing for roof repairs at 329 Canon Del Sol in the amount of \$650, seconded, and passed unanimously.

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.

NEW WORK REQUESTS:

- **Ernie to contact DeWitt, beach path contract**

LANDSCAPE COMMITTEE:

None.

ARCHITECTURAL COMMITTEE UPDATES:

400 Oyster Drive – Satellite dish approved. Attached to low cinderblock wall at the south east corner of unit.

430 Oyster Drive – Satellite dish approved. Either underneath stairwell or in the corner of rear deck.

A motion was made, seconded, and passed unanimously to approve the ARC long and short forms with minor changes, seconded, and passed unanimously.

FINANCIAL COMMITTEE:

A motion was made, seconded, and passed unanimously to separate the Operating from the Reserve Balance Sheets on a trial basis.

A motion was made to accept the changes to the Reserve Plan as presented in the Board packet, seconded, and passed unanimously.

ENVIRONMENTAL COMMITTEE UPDATES:

Beach Path Drainage Work-Insurance Claim. None.

Nomination. The nomination committee reported that there is 1 candidate, Mary Ann Herlihy.

NEW BUSINESS

Sidewalk Divider Bid. A motion was made to approve the bids submitted by Dale Rutledge (1) to remove 2x4 dividers and replacing with grout at eleven units in the amount of \$2,460, (2) build new gate at clubhouse with lockable latch \$425, (3) Install new motion detector light on side of clubhouse \$110, seconded, and passed unanimously.

Clubhouse New Roofing Bid. No action will be taken at this time.

Pool Deck Bid. The Board reviewed 3 bids submitted ranging in the amount of \$12,065 - \$20,000. A motion was made to accept the bid from Tom Ralston Concrete in the amount of \$19,000, seconded, and passed unanimously.

PENDING ITEMS:

Maintenance Agreements – Pending Inspection by Scott

HOMEOWNERS FROM THE FLOOR.

None.

NEXT MEETING DATE CONFIRMED:

Directors confirmed that they will meet next on Monday, May 6, 2013 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:

Name of Website: www.canondelsol.com

Username: cds

Password: surfandsun

WIFI IN THE CLUBHOUSE.

Password: 510cb1bc77e2a8674171

IMPORTANT REMINDER!

Monthly dues were decreased by approximately 5% in January, your monthly invoice will reflect this adjustment and those who use automated bank payments or pay their annual dues in advance should take appropriate action to prevent overpayment.

SHUT YOUR WATER OFF WHEN LEAVING POLICY REMINDER:

Ernie 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.