

CANON DEL SOL HOMEOWNERS ASSOCIATION

**BOARD OF DIRECTORS MEETING MINUTES**

August 3, 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 6:03 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, Paul Van Hoorickx, and Colin Tierney.

Absent: None.

**OTHERS PRESENT:**

Nate Summer and Michele Maldonado, from the Management Company, Michele serves as the recording secretary appointed 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 June 1, 2015 were approved as amended.

**Amend: Page 2, Old Business change Earthquake Insurance to Insurance.**

**FINANCIAL REPORTS:**

Financial reports for the six-month period through June 30, 2015:

Balance Sheet Report. Total funds on deposit \$862,168.

Operating Fund Report. Revenues total \$171,159. Expenses total \$137,327. Net change +\$33,832.

Reserve Fund Report. Revenues total \$109,795. Capital repairs total \$18,780. Net change +\$91,015.

Aged Receivable Report. All members are current with two exceptions. Two owners are one month or less past due, (\$90); eight owners have prepaid dues, total - \$6,612.

**ON-SITE MANAGERS REPORT:**

Scott Thomas reported to Directors, in a written report, on items for the current period ending July 30, 2015. 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:**

Homeowner at 385 Clamshell requested to plant agapanthus in the common area near their unit. Scott adjusted the sprinklers in that area to accommodate the planting .

Henry met with Soquel Creek Water District and attended their Board meeting. Canon del Sol may qualify for Soquel Creek's offset program to help with the cost of installing the system to use recycled water. Henry is also checking with the State for funds available for recycled water programs.

## **ARCHITECTURAL COMMITTEE:**

**Window Replacement – 291 Canon del Sol.** A motion was made to approve the replacement of windows with Milgard Tuscany Style windows, seconded, and passed 4-0, Henry abstained.

## **SOCIAL:**

The Board approved \$200 for the Labor Day Party.

## **OLD BUSINESS**

**Sand Dollar Road Median Improvements.** Henry reported he is still in discussion with Sand Dollar HOA regarding the median. There are two methods to possibly deal with the expense of the beautification of the median and yearly upkeep.

1. Expand the existing CSA-5 to include the median. This would require a vote of all members serviced by the median.
2. Fund through Operating budget with an encroachment permit.

The Board would like Henry to still participate with Sand Dollar HOA on the project until further information can be obtained.

**Roof Repair – 381 Canon del Sol.** The Board reviewed the proposal from Knox Roofing in the amount of \$2,415 and are awaiting a second bid from Daddario Roofing. A motion was made to accept the bid from Daddario if it is lower than \$2,415, seconded, and passed unanimously.

**Insurance.** Colin presented a draft list of what the HOA insurance covers and what homeowners may want to have covered through their HO-6 policy. The Board will review and let Colin know of any changes they would like.

## **NEW BUSINESS**

**Retaining Wall – Between 467 & 461 Arca.** Retaining wall was replaced in the amount of \$1,050.

**Repair Fence & Handrail – CDS & Pismo.** The fence and handrail in the parking area near the corner of Canon del Sol and Pismo was damaged by an automobile. The fence and handrail were repaired in the amount of \$850 and the association was reimbursed by the homeowners auto insurance company.

**Skylight Repair – 425 Santa Monica.** The Board reviewed bids ranging from \$590 to \$626. A motion was made to accept the bid from Daddario Roofing in the amount of \$590, seconded, and passed unanimously.

**Transfer from Reserve to Operating.** A motion was made to approve the transfer made in June in the amount of \$5,456.02 from Reserves to Operating for irrigation repairs, \$2380 and funds that were over transferred from Operating to Reserve, \$3076.02, seconded, and passed unanimously.

**New Bank – Alliance Association Bank.** A letter was sent to Board members regarding the new bank Alliance Association Bank. Alliance specializes in homeowner associations and homeowners will have more flexibility in paying their dues. A motion was made to transfer CDS funds from Santa Cruz County Bank to Alliance Association Bank, seconded, and passed unanimously.

**PENDING ITEMS:**

**Review CC&R's, Policies and Practices.** Tabled.  
**Solar Policy.** Tabled.

**NEXT MEETING DATE CONFIRMED:**

Directors confirmed that they will meet next on Monday, September 14, 2015 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 7:58 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.