

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

September 10, 2012 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, Jesse Fielding, Howard Kalt, and Henry Bose.
Absent: Mike Barber.

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. Owner John Mello.

MINUTES:

Minutes from the Board of Directors Meeting held on August 6, 2012 were approved as presented.

FINANCIAL REPORTS:

Financial reports for the eight-month period through August 31, 2012:

Balance Sheet Report. Total funds on deposit \$760,694.

Operating Fund Report. Revenues total \$208,911 at 101% of budget. Expenses total \$166,915 at 80% of budget. Net change +\$41,996.

Reserve Fund Report. Revenues total \$185,937 at 100% of budget. Capital repairs total \$118,337 at 33% of budget. Net change +\$67,600.

Aged Receivable Report. All members are current with seven exceptions. Three owners are one month or less past due, (\$1,407); two owners are two months past due, (\$1,712); two owners are three months past due (\$1,674). Six owners have prepaid dues, total -\$4,643.

ON-SITE MANAGERS REPORT:

Scott Thomas reported to Directors, in a written report, on items for the current period ending August 31, 2012. A copy of the report is made a part of these Meeting Minutes.

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:

- **Send authorization to Pajaro Valley Lock Shop for Scott to make key copies**

LANDSCAPE COMMITTEE:

Bob reported they are working on a few small clean - up projects and placing bark. Nigel of Arbor Art Tree Service has retired, Ernie will call Lewis Tree service and have them contact Scott about Mayten trees.

ARCHITECTURAL COMMITTEE UPDATES:

308 Pismo- Garage Door & Window Replacement. A motion was made to approve the garage door and window replacement, seconded, and passed unanimously. An approval letter will be sent to the homeowner with a list of authorized garage doors and windows.

460 Abalone- Garage Door Replacement. A motion was made to approve the garage door replacement, seconded, and passed unanimously. An approval letter will be sent to the homeowner with a list of authorized garage doors.

ARC Application/Permit Disclaimer. A motion was made to approve the following disclaimer being added to both ARC applications, seconded, and passed unanimously.

“Notice. Any approval by the Association does not negate the necessity for obtaining necessary building and other permits or for the performance of the work of improvement in accordance with applicable building and other codes. It is the Applicant’s responsibility for obtaining all permits and complying with all federal, state, and local codes. The Association’s approval is limited to consideration of factors such as the harmony of the design of improvement with existing structures, the location of the improvement in relation to the surrounding structures, topography and grade elevation. No inference regarding necessary permits and compliance with federal, state, and local codes is to be drawn from Association’s approval.”

FINANCIAL COMMITTEE:

Draft 2013 Operating Budget. Tabled until the Board receives the reserve study from John D. Beatty.

ENVIRONMENTAL COMMITTEE UPDATES:

Beach Path Drainage Work-Insurance Claim. Tabled until October, awaiting update.

NEW BUSINESS:

Governing Document Revisions. Michele reported that she has received approximately 71 ballots. Once the ballots are opened, no additional ballots may be counted, 49 represent a quorum.

Homeowners who have questions on the proposed CC&R's and ByLaws are invited to attend the October meeting and the Board will answer them. Please send in your questions ahead of time so the Board will be prepared.

Electrical Inspection Re-Cap. Referred to Executive Session.

Painting Bids:

Curb Painting. A motion was made to accept the bid from J's Custom Painting in the amount of \$2,500 to paint all red curbs in the association, seconded, and passed unanimously.

Retaining Walls. A motion was made to accept the bid from J's Custom Painting in the amount of \$1,100 to pressure wash and apply stain, seconded, and passed unanimously.

Roof Vents. No action taken.

Median Cleanup Invoice. Sand Dollar HOA submitted an invoice in the amount of \$400 for median cleanup and asked if Canon del Sol would consider paying 50%. A motion was made to pay Sand Dollar \$200 for median cleanup, seconded, and passed unanimously.

Noise Complaint. The Board discussed the complaint with the complainant and since it appears that calls to First Alarm Security dealt with the problem satisfactorily, no further action was required at this time.

Deck Repairs/Replacement.

419 CDS. A motion was made to accept the bid from Dale Rutledge in the amount of \$220 to repair several glass stops that are loose or missing, pending a walkthrough with Jesse and Scott, seconded, and passed unanimously.

461 CDS. A motion was made to accept the bid from Dale Rutledge in the amount of \$850 to replace a front entry beam that is rotted, pending a walkthrough with Jesse and Scott, seconded, and passed unanimously.

367 CDS. A motion was made to accept the bid from Dale Rutledge in the amount of \$20,625 for a full deck replacement, pending a walkthrough with Jesse and Scott, seconded, and passed unanimously.

PENDING ITEMS:

None.

HOMEOWNERS FROM THE FLOOR.

None.

NEXT MEETING DATE CONFIRMED:

Directors confirmed that they will meet next on Monday, October 1, 2012 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 8:25 p.m.

Closed Executive Session.

Session was called to order at 8:25P.M.

ADJOURNMENT

Directors adjourned the closed executive session at approximately 8:39 P.M. by a unanimous vote for a motion to adjourn. MSP.

WEBSITE INFORMATION REMINDER:

Name of Website: www.canondelsol.com

Username: cds

Password: surfandsun

WIFI IN THE CLUBHOUSE.

Password: **510cb1bc77e2a8674171**

IMPORTANT REMINDER!

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.

RETURN YOUR BALLOTS FOR AMENDING THE CC&R'S AND BYLAWS