

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

September 14, 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 6:08 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. Also present owner Scott Thomas, who serves as the Association's On-Site Manager.

MINUTES:

Minutes from the Board of Directors Meeting held on August 3, 2015 were approved as presented.

FINANCIAL REPORTS:

Financial reports for the seven-month period through July 31, 2015:

Balance Sheet Report. Total funds on deposit \$890,683.

Operating Fund Report. Revenues total \$199,591. Expenses total \$158,770. Net change +\$40,821.

Reserve Fund Report. Revenues total \$128,061. Capital repairs total \$19,868. Net change +\$108,193.

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 August 31, 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:

None.

ARCHITECTURAL COMMITTEE:

Garage Door Replacement – 270 Pismo. A motion was made to approve the replacement of the garage door, seconded, and passed unanimously.

SOCIAL:

Scott reported that the Labor Day party was lightly attended.

OLD BUSINESS

Sand Dollar Road Median Improvements. Henry reported the County removed 8 trees and will remove the remaining trees next year. Canon del Sol and Sand Dollar HOA are in discussions on what to plant in the median.

Roof Repair – 381 Canon del Sol. Tabled for further information.

425 Santa Monica – Interior Repairs. A motion was made to accept the bid from Dale Rutledge in the amount of \$400, seconded, and passed unanimously.

A motion was made to inspect the flashing for potential problems on all skylights in Phase III, seconded, and passed unanimously.

Insurance. The Board discussed flood insurance and decided not to pursue.

The Board reviewed the evaluation report and additional premium in the amount of \$5,005 provided by Marshall & Swift for replacement cost earthquake insurance. A motion was made to increase the earthquake insurance to replacement value in the amount of \$5,005, seconded, and passed unanimously.

NEW BUSINESS

Draft 2016 Operating & Reserve Budget. Tabled.

435 Oyster - Waterproofing. Tabled awaiting bid from Dale Rutledge.

The Board reviewed the termite inspection reports from Wheeler Termite Co. and roof report from Daddario Roofing provided by the realtor. The items regarding fungus/dryrot outlined in the Wheeler Termite Co. report are homeowner responsibility. The items regarding additional venting in the roof outlined in the Daddario report are homeowner responsibility and would require an ARC Application.

Siding Survey. A survey was done for siding types in all five original phases in the amount of \$330.

2016 Directory. Occupancy forms will be sent to homeowners to fill out for the 2016 directory. A copy of this form is attached to these minutes.

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, October 5, 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 7:50 p.m.

WIFI IN THE CLUBHOUSE.

Password: **510cb1bc77e2a8674171**

IMPORTANT REMINDER!

EMERGENCY CONTACTS:

SCOTT THOMAS, ONSITE MANAGER (831) 722-4048

ANDERSON & COMPANY (831) 688-1090

FIRST ALARM (831) 684-1111

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.