

# **Canon Del Sol Homeowners Association Inc**

## **Board of Directors Meeting Minutes**

**May 2, 2022**

### **Meeting Held Via Video Conference**

The meeting was called to order at 4:05 P.M. Quorum was established with five Board members present.

Bob Carpenter, Judy Matthews, Bruce Margon, Colin Tierney and Jesse Fielding were present representing the Board. Kane Silverberg, Tom Hewett and Dianne Kingsbury were present from Management. Dianne was appointed as recording Secretary from the outset of the meeting.

Homeowners present were Toni and Don Cabral, Margaret Cardiel, Monna Lang and Diane Lehman.

It was M/S Bob/Judy to approve the minutes of April 12, 2022 without corrections or additions. Motion carried 5/0.

#### **Management Report:**

Since the financial statements were distributed to the Board members prior to the meeting Bob asked for questions.

Financial reports for the 3-month period through March 31, 2022:

Balance Sheet Report – Total funds on deposit \$1,512,984.

Operating Fund Report – Revenue's total \$98,396 Expenses \$71,129. Net Gain of \$7,178.

Reserve Fund Report- Revenue's total \$61,645 Expenses \$11,340 Net Gain \$50,305.

#### **On Site Managers Report:**

Tom reported that K & D Landscaping had come on site to evaluate and repair the irrigation on Pismo.

The BBQ area was cleaned up and a hauling service should be contacted to haul away the table and chairs.

The pool was opened for the season.

Tom reported that obtaining more concrete and asphalt repairs had proved challenging since all contractors are very busy at this time.

Tom has contacted the Concrete vendor that had submitted an estimate for repairs to see if several projects were approved at one time would there be a discount for the projects. Tom was awaiting confirmation.

Scope of work for the section B Siding and painting project: Management had obtained reports from the pest control company for evidence of termites+ and the reports will be reviewed by Tom and Bob.

Delta Glass had completed the installation of the doors at the clubhouse and were waiting on the installation of a key card access system.

A cover for the pump was built by Colin and he will submit receipts for reimbursement to management.

### **Committee Reports**

#### **Landscape Committee:**

Judy reported that the Committee was working on a Landscape Refurbishment Plan and would have a draft to present to the Board by the next meeting.

A Landscape proposal was received from the owner of 244 Pismo and the Committee thoroughly reviewed the proposal as well as conducted an onsite review. The recommendation from the Committee was to ONLY add 2" of mulch (available from the clubhouse), and to have Quilici remove weeds in this area. M/S to concur with Committee recommendations and the close matter for now.

#### **ARC Committee:**

The Architectural application for the installation of a new door at 460 Oyster was approved.

#### **OLD BUSINESS:**

CSA5 retaining Wall Update proposal: Bob had submitted all information and was trying to get some resolution between the Sanitation and Planning Departments.

Chimney Cap Inspection Update (Section B): Dianne and Tom will work together to get this project underway.

Street Signs Update: Dianne had spoken to a representative at the County regarding ordering Street signs. Dianne and Bob will work together to place the order for the signs.

Clubhouse Doors: Delta Glass had completed the installation and the next step was to install a key card access system.

Eucalyptus Grove Clean up: Diane Lehman is awaiting further communication from Sand Dollar and will hopefully have a report by the next meeting.

Section B Painting Project: Dianne and Bob and Tom will work on moving this project along and getting a time line.

Call for Candidates: The notification had been sent and 2 members had volunteered to be on the Board. The next correspondence will be sent on May 25, 2022 reminding members that the deadline for submitting the "call for Candidates" form will be in 30 days (June 25, 2022).

Board Letter to Cabral: The Board is working on drafting correspondence to go out to the membership about the Architectural request from the homeowner and the letter should be completed shortly.

HOA sewer lateral inspection: Bob has obtained a quote for the inspection.

Cardiff Pest Control: The inspections of Section B are completed Tom and Bob will be reviewing the reports.

### **NEW BUSINESS**

Club House Opening and Use: The rules will be changed to reflect an increase in the deposit to rent the clubhouse from \$250 to \$500 if a member should use the clubhouse and there is damage or a cost to clean after an event that is not taken care of by the party that rents the clubhouse.

Garbage Can Reminder Notice: The Board will draft a notice to be placed on trash cans that are left in the common area for too long after pick up.

Tree Trimming Next Phase: Dianne and Tom will work with Lewis Tree Service to get a list of priority 2 tree trimming to be completed in the next round of tree trimming.

In Person Board Meetings: The goal is for the next Board meeting to be held on June 6 via in person in the clubhouse as well as an option to attend via Zoom.

The meeting adjourned at 5:07 P.M.