

CANON DEL SOL HOMEOWNERS ASSOCIATION

**BOARD OF DIRECTORS MEETING MINUTES**

February 1, 2016 at 6:00 p.m.  
CDS Clubhouse, 400 Abalone Drive, La Selva Beach

**CALL TO ORDER:**

The meeting was called to order at approximately 6:00 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, Jesse Fielding, Paul Van Hoorickx, Mary Ann Herlihy and Colin Tierney.

Absent: None

**OTHERS PRESENT:**

Nate Summer, from the Management Company, Nate serves as the recording secretary appointed at the outset of the Meeting.

**HOMEOWNERS FROM THE FLOOR. (out of order to accommodate Homeowner)**

Barbara Maselli (479 Arca) advised the Board that she has experienced problems with her electrical system and believes it is a result of work done after an HOA electrical inspection several years ago. She advised that she has had several breakers replaced and believes that additional evaluation should occur. The Board asked management to have the failed breakers inspected by a licensed electrician and advise the Board.

**MINUTES:**

Minutes from the Board of Directors Meeting held on January 4, 2016 were approved as amended.

Amendment: Next Meeting Date revised to reflect Monday February 1, 2016.

**FINANCIAL REPORTS:**

Financial reports for the 12 month period through December 31, 2015:

Balance Sheet Report. Total funds on deposit \$1,016,939.

Operating Fund Report. Revenues total \$342,588. Expenses total \$283,970. Net change +\$58,617.

Reserve Fund Report. Revenues total \$220,031. Capital repairs total \$27,120. Net change +\$192,911.

Aged Receivable Report. All members are current with six exceptions. Five owners are one month or less past due, 1 owner is 60+ days past due.

### **ON-SITE MANAGERS REPORT:**

Scott Thomas reported to Directors, in a written report, on items for the current period ending January 31, 2016. A copy of the report is made a part of these Meeting Minutes.

### **RECAP OF WORK ORDERS AND CORRESPONDENCE:**

Nate recapped work order requests and correspondence.

### **NEW WORK REQUESTS:**

None.

### **LANDSCAPE COMMITTEE:**

The Board reviewed 3 proposals from Quilici Landscaping for landscaping improvements within the development. After discussion, upon motion duly made and seconded, the Board unanimously approved the proposal for improvements at the corner of Pismo and Clamshell in the amount of \$6,222. A copy of the proposal is made part of these minutes.

The Board next reviewed and discussed a request received from the owners of 473 Canon del Sol to install trees along the perimeter fence behind their residence separating Canon del Sol from Sand Dollar Beach waste water treatment facility for the purpose of further obscuring their view of such facility. Upon motion duly made and seconded, the request was unanimously approved subject to receipt of comments from their immediate neighbors. A copy of the homeowner request is made part of these minutes.

### **ARCHITECTURAL COMMITTEE:**

**Window Replacement – 466 Abalone.** The Board considered the additional information provided to it with respect to the requested window change at 466 Abalone. Upon motion duly made and seconded, the Board unanimously approved the application provided the exterior appearance of the replacement window matched precisely the exterior appearance of the existing windows.

### **SOCIAL:**

None.

### **NOMINATING COMMITTEE:**

Mary Ann agreed to Chair this Committee. Any owner wishing to serve on the Board may contact Mary Ann directly or may contact the Management Company.

### **OLD BUSINESS**

**Sand Dollar Road Median Improvements.** Henry reported that Sand Dollar received strong support from their membership to proceed with the project. They still have issues to resolve before they can proceed. CDS verified with legal counsel that the governing documents allow for the HOA to proceed with this project. A survey will be developed and distributed to gauge owners opinions.

**Termite/Dry Rot Repairs.** Siding inspections will be performed in the coming months. Tabled until more information available.

**Review Policies & Practices.** Board members will review the changes proposed by Mary Ann and forward input to her.

**NEW BUSINESS**

Mary Ann reviewed her experience with rodents entering the crawlspace under her unit through failed screens on the unit's foundation vents. She questioned if the cost associated with incidents like this are an HOA or homeowner responsibility and whether or not the HOA should undertake an inspection of all vents within CDS. Management will research the responsibility question, and the Board will discuss it as well as the vent inspection suggestion at its next meeting.

**NEXT MEETING DATE CONFIRMED:**

Directors confirmed that they will meet next on Monday, March 7, 2016 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 7:40 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.