

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

May 2, 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 6:03 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, Jesse Fielding, Mary Ann Herlihy and Colin Tierney.

Absent: Paul Van Hoorickx.

OTHERS PRESENT:

Nate Summer & Michele Suttora, from the Management Company, Michele serves as the recording secretary appointed at the outset of the Meeting. Also present Scott Thomas, who serves as the Association's On-Site Manager.

MINUTES:

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

Amend: Closed Executive Session. Mary Ann excused herself from the meeting as this pertains to her unit.

FINANCIAL REPORTS:

Financial reports for the 3 month period through March 31, 2016:

Balance Sheet Report. Total funds on deposit \$1,097,379.

Operating Fund Report. Revenues total \$86,152. Expenses total \$69,523. Net change +\$16,629.

Reserve Fund Report. Revenues total \$55,845. Capital repairs total \$2,000. Net change +\$53,845.

Aged Receivable Report. All members are current with five exceptions. Four owners are one month or less past due, 2 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 April 30, 2016. 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:

Work order for inspecting flat roofs 260 – 272 Canon del Sol.

Have sign made: Call First Alarm if pool is not open.

LANDSCAPE COMMITTEE:

Scott and Henry are identifying and prioritizing areas that need the landscaping updated. This includes dividers between garages and the corner of Clamshell & Canon del Sol.

ARCHITECTURAL COMMITTEE:

None.

SOCIAL:

The next social event will be in July.

OLD BUSINESS

Review Policies & Practices. Tabled.

NEW BUSINESS

Website. Colin will be researching updating the website.

Owner Added Decks Paint/Stain. A motion was made to continue past practices of painting railings and posts on owner added decks at the association’s expense and back bill homeowners only for the square footage of the deck floor on owner added decks, seconded, and passed unanimously.

Capital Improvement Projects. Tabled.

NEXT MEETING DATE CONFIRMED:

Directors confirmed that they will meet next on Monday, June 6, 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 7:30 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.