

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

July 11, 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, Mary Ann Herlihy, Colin Tierney and Paul Van Hoorickx.

Absent: None.

OTHERS PRESENT:

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.

Homeowners Present: Randy Batterson, John & Roberta Bessa, Dolores Carano and Lucille Carano.

MINUTES:

Minutes from the Board of Directors Meeting held on June 6, 2016 were approved as amended:

Amend: PG&E Rates. PG&E is discontinuing its current rate plans and has presented to its customers its rate plans going forward, included that recommended for Canon del Sol. Michele reported that the plans had been reviewed and the one recommended for Canon del Sol was the best for it.

HOMEOWNERS FROM THE FLOOR. John & Roberta Bessa requested that (1) the dried grass behind their unit be cleaned up and removed as it presented a fire hazard and was ugly, and (2) two trees be planted alongside their unit between it and Sand Dollar. The Board advised the Bessas that commencing August 1 the landscape maintenance program was being changed to a one dedicated day a month to this common areas between residential units and boundry fencing including the area behind their unit and that if they wished to plant trees in the area requested at their expense it was acceptable to the Board so long as the new trees were approved by the Board. A copy of the communications from the Bessas accompany these minutes.

Dolores & Lucille Carano came to the meeting to express and support the concerns expressed by Julie Virga in her email to Michele of July 11 receipt of which was acknowledged by the Board.

FINANCIAL REPORTS:

Financial reports for the 5 month period through May 31, 2016:

Balance Sheet Report. Total funds on deposit \$1,024,503.

Operating Fund Report. Revenues total \$143,433. Expenses total \$116,648. Net change +\$26,785.

Reserve Fund Report. Revenues total \$92,909. Capital repairs total \$75,641. Net change +\$17,268.

Aged Receivable Report. All members are current with seven exceptions. Seven owners are one month or less past due. Thirty owners are prepaid.

ON-SITE MANAGERS REPORT:

Scott Thomas reported to Directors, in a written report, on items for the current period ending June 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:

Update from Soquel Creek regarding leak.

LANDSCAPE COMMITTEE:

Scott and Henry are identifying and prioritizing areas that need the landscaping updated. Three major areas, Pismo Drive on the Canon del Sol side, the westerly corner of Marina del Rey and Sea Horse and the circle at the foot of Canon del Sol, as well as a number of spaces between driveways have been identified. Plans for certain of the spaces between driveways on Canon del Sol and Abalone were presented and reviewed, and it was reported that proposals for implementing these plans were being sought. Board members were requested to identify other areas they felt in need of attention.

A detailed landscape plan will be prepared and sent to all homeowners.

ARCHITECTURAL COMMITTEE:

373 Clamshell – Window and Sliding glass door replacement and addition. A motion was made to approve the application, seconded, and passed unanimously.

297 Canon del Sol – Interior and Exterior Changes. A motion was made to approve the amended application which includes an addition of 61 square feet of habitable space, seconded, and passed unanimously, Henry abstained.

SOCIAL:

None.

OLD BUSINESS

Review Policies & Practices. Tabled.

Chimney/Dryer Vent Cleaning Notice. The Board reviewed the notice included in their packets, minor changes to be made before mailing.

NEW BUSINESS

Capital Improvement Projects. Tabled.

Skylight Repair/Replace. Tabled.

Parking Permit/Passes. The Board discussed and decided not to take action at this time.

Earthquake Insurance Overview. Colin reviewed the updated insurance document with the Board.

NEXT MEETING DATE CONFIRMED:

Directors confirmed that they will meet next on Monday, August 1, 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 7:52 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.