



## Board of Directors Meeting Minutes

Date: May 23, 2023

Time: 6:00 p.m. (delayed to 6:30 p.m.)

Location: In Person / Virtually

Board Members:

<b>Present</b> (Required for Quorum – 4 Board Members in Attendance in person or virtually)			
Curtis Wade-Wojnicz - President	Irene Galindo-Cantu – Vice President	Olga Gallego-Treasurer	Monica Garcia -Secretary
Kathy Beer-Member	Arnoldo Perez – Member	Joseph Barnes - Member	

Minutes:

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Call to order@6:38 PM</i>	All Board of Directors were present	Roll Call	Monica Garcia -Secretary
<i>Establish Quorum@6:38 PM</i>	Yes – 7 Directors present	4 needed	Curtis Wade-Wojnicz - President
<i>Approval of Meeting Minutes@6:42 PM</i>	a) Board Meeting March 21, 2023 Minutes	Kathy motions for approval of minutes as written. Olga seconds the motion. Motion carried unanimously.	Monica Garcia - Secretary
<i>Management Report</i>	<p>a) Review of the Delinquent Accounts Report.</p> <p>Two units on approved payment plan. One unit pending approval of payment plan. Two units at attorney for collection action.</p> <p>b) Rental Units Update: 10 units are currently rented, 12 units have been sent approval to lease (2 declined at this time and were put back on the waiting list), and 3 units total remain on waiting list.</p> <p>c) Directional Sign Posts: We are researching options to replace missing signs due to the age of old posts.</p>		PMG and Board
<i>Old Business</i>	a) Swimming Pool Update	Pool drain is being updated to meet current safety standards. Concrete forms will be installed next week.	PMG and Board

Agenda	Discussion	Tasks/Conclusion	Responsibility
	<p>b) Replacement of hot water lines behind units 133-164 at a cost of \$132,000.</p> <p>c) Asphalt Repairs</p>	<p>Alex has submitted bid requests to several plumbing companies for feasibility/cost of installing 100-gallon water tanks at each building.</p> <p>Bids were received from several companies ranging from \$9,000 to \$13,000 to patch the asphalt due to underground leaks.</p> <p>Maintenance staff has obtained the equipment needed to do those repairs in-house, which will save thousands.</p>	
<i>Treasurer's Report</i>	<p>Financial Statements for April 2023: Income over budget due to late fees and payment of several delinquent accounts. Operating expenses are in line with budget apart from legal fees and grounds maintenance, which we hope to bring in line during the next several months or may need a budget amendment due to unanticipated expenses.</p>		Olga Gallego - Treasurer
<i>New Business</i>	<p>a. Establish meeting dates for future monthly board meetings.</p> <p>b. Adoption of Literature Distribution Policy</p> <p>c. Guest parking space rental</p> <ul style="list-style-type: none"> <li>• All resident vehicles will be registered at the office and issued a new decal.</li> <li>• Residents requiring use of spaces in addition to their number of assigned spaces may rent a guest space at a cost of \$50 per month, and the space will be changed to reflect their unit number.</li> <li>• Only two (2) guest spaces may be rented at a cost of \$50 each, and only for registered vehicles of residents.</li> </ul>	<p>Olga motions to change meeting dates to: Planning Meetings – 1<sup>st</sup> Wednesday of each month and Monthly Board Meetings to 3<sup>rd</sup> Wednesday of each month. Both meetings will begin at 6:30 p.m. Irene seconds. Motion passed unanimously.</p> <p>Monica motions to approve the new Literature Distribution Policy, Irene seconds. Motion passed unanimously.</p> <p>Olga motioned for approval of the parking policies, including the rental of guest parking spaces for residents. Irene seconded.</p> <p>In favor: Olga, Irene, Monica, Curtis and Arnoldo  Abstain: Kathy  Against: Joe  Motion carries with 5 in favor.</p>	PMG and Board

Agenda	Discussion	Tasks/Conclusion	Responsibility
	<ul style="list-style-type: none"> <li>• Guest space locations will be determined as residents register their vehicles and request the rental space.</li> <li>• We anticipate approximately half of the current 46 guest spaces may be rented, and additional uncovered guest spaces may be created, if needed.</li> <li>d. Landscaping</li> <li>e. Patio Plants</li> <li>• Residents should submit a request, along with photo(s) of any decorative item they wish to place on common grounds, <u>no later than June 30, 2023</u>, and will receive a response no later than July 31, 2023.</li> <li>• Items that are clearly not decorative, such as grills, bicycles, pots that are empty or have dead plants, etc. should be removed as soon as possible.</li> <li>• Items not removed by June 30, 2023, which have not been submitted to the Board for approval will be removed by our maintenance staff.</li> </ul>		
<i>Open Forum</i>	No Open Forum	Following the advice of the Association attorney, no open forum was held due to recent events which caused the cancellation of the Board Meeting of 5.16.23.	
Meeting Adjournment		Irene motions to adjourn to Executive Session to discuss pending legal issues. Olga seconds.  Meeting adjourned at 7:34 p.m.	

Submitted by: Monica Garcia  
(Secretary)

Date: May 25, 2023

Board Approved on Date: June 21, 2023