

**NOTICE OF MEETING:** An open meeting of the Board of Directors of the Amherst Estates Association will be at 5:00 pm on November 29<sup>th</sup> at the Starbucks (6701 El Cajon Blvd, San Diego CA 92115). The following items will be on the agenda for the meeting.

## **BOARD MEETING MINUTES**

**MEETING RULES:** **No audio or video recording** allowed by attendees. As provided in the "Open Meeting Act," members may observe the meeting but do not have the right to participate in the board's deliberations or votes. Members may address issues during the open forum portion of the meeting. If attendees become disruptive, they may be expelled from the meeting and/or fined.

**I. Call to Order:** President Christina Calcagno, called the meeting to order at 5:00pm.

**II. Roll Call:** Board of Directors: Christina Calcagno (President), Lupe Aguirre (Secretary). Attendees: Antonina Gagliano (Unit 14 Owner), Connor Murtaugh (Unit 13 Owner), Stewart Polk (resident of Unit 12).

**III. Approval of Prior Minutes:** President motioned to approve October meeting minutes; motion was second and approved by Secretary. October minutes will be posted on the Amherst website, within 1-2 days.

**IV. Reports:** Monthly financial reports were received by CPA and reviewed by all Board of directors.

### **V. Unfinished Business:**

- **Voting/Election/Inspector-** President proposed a motion to postpone sending election materials out until June 2022; to avoid back too back elections. Board of directors agreed too postpone, however the unit owners in attendance did not agree. The Board listened to the complaints and will proceed with the 2021 election which are now scheduled to be held in March 2022 and the 2022 election will begin June 2022 for a scheduled September Annual Membership Meeting. Monica Morales Unit Owner 10 was appointed to be the Inspector of Election for the upcoming 2021 Election. More information will be sent out with regards to next steps.

Election Rules: President Christina motioned to adopt amended elections rule that are compliant with current election law, Secretary Lupe second the motion. New election Rules were apoted 11/29/2021 and will be posted to the amherst website.

### **VI. New Business:**

- **Landing Repair** – Landing between Units 10/4 was repaired due to dry rot/weather damage.
- **Committees** –

- **Welcoming Committee-** The Board is asking for volunteers to help put together a welcome packet for new owners and members of the HOA.
- **Budget Committee-** Board is asking for volunteers to assist with the preparation of the Annual budget.
- **Holiday Committee-** Board is asking for volunteers to assist with preparation of holiday decorating for the community. Mr. Polk volunteered to donate Christmas items and assist in helping Mrs. Calcagno put up community decorations.
- **Plumbing-** The Board was recently made aware that residents have been putting baby wipes down the drains and it has caused blockage in some areas. A notice was posted asking residents to please refrain from flushing anything other than toilet paper down the drains.

**VII. Open Forum:** This forum is limited to **20 minutes**. During open forum, each attendee may address the board for up to **three minutes**. A director or manager may briefly respond to statements made or questions posed. Speakers must observe rule of decorum and not engage in other disruptive behavior. If a speaker is in the middle of a sentence when time is called, he/she may finish their thought before sitting down. The time guidelines ensure that others have an opportunity to speak. All persons must follow the Meeting Rules.

**VIII. Adjourn to Executive Session:**

**Meeting was adjourned at 5:30pm. Next meeting is set for December 30<sup>th</sup>, 2021 at 5pm.**

**Note to Members:** Executive Session is closed to the membership per Civil Code §4935.

**Executive Session Summary**

**Fence Dispute:** Mediation occurred on 11/15 between Unit Owners 13 and 14 and the HOA without resolution or compromise. Board has decided to proceed with the fence removal. Board will confer with HOA Attorney on the decision.

**Executive session was adjourned at 5:50pm.**