

VILLA ANTIGUA HOMEOWNERS ASSOCIATION
REGULAR MINUTES OF BOARD OF DIRECTORS MEETING
MARCH 15, 2016

The Regular Meeting of the Villa Antigua Homeowners Association Board of Directors was called to order by Vice President, Kathy Townsend at 5:30 p.m., Tuesday, March 15, 2016 at the Villa Antigua office, 5844 Menorca Drive, San Diego, California.

A quorum was established with the following Directors in attendance:

Directors Present: Kathy Townsend, Vice-President
 Marla Fee, Treasurer
 Christina George, Secretary
 John Hodik, Member-at-Large
 Marti Gray, President: Via Phone Conference

Also Present: Clover Ericson, General Manager

SUMMARY OF EXECUTIVE SESSION

The Board met in executive session on February 16, 2016 to discuss personnel matters.

MEMBER OPEN FORUM

There were no homeowners in attendance.

MINUTES

The minutes of the Open Session Meeting held on February 16, 2016 were reviewed. *Upon a motion duly made, seconded and carried, the minutes were unanimously approved.*

FINANCIAL

BALANCE SHEET as of February 29, 2016 was reviewed and shows Total Current Asset Value of **\$505,812.14**.

REVENUE AND EXPENSE STATEMENT as of February 29, 2016, was reviewed. Net Revenue Report shows Net Income of \$12,449.85. Income was \$10,905.85 over anticipated budget.

ACCOUNTS RECEIVABLE: Member Balance Summary

- Unit #099 owes \$250.00. Management attempted contact with both owner and owner's attorney on four separate dates. February's assessment payment was received at lockbox on March 7, 2016. Board authorized sending a letter to homeowner to be reviewed by Mr. Hodik prior to mailing.
 - Unit #020 owes \$275.00 for February assessment and a late fee. Owner submitted full payment on March 2, 2016 and is current.
 - Unit #155 owes \$200.40. Homeowner is current on payment plan.
- A. **Accept Financial Statements:** *Upon a motion duly made, seconded and carried, the February 2016 financial statements were accepted, subject to year-end audit.*
- B. **Reserve Study Draft:** *Upon a motion duly made, seconded and carried, the draft 2016 Reserve Study submitted by Association Reserves was unanimously approved as submitted.*
- C. **2016-2017 Proposed Budget:** *Upon a motion duly made, seconded and carried, the 2016-2017 proposed budget to increase assessments to \$260.00 was unanimously approved effective July 1, 2016.*

ARCHITECTURAL REQUESTS

- A. Unit #151 – The Board reviewed the homeowner’s application to remove trees from her backyard and install a 3ft high wall inside of her courtyard. *Upon a motion duly made, seconded and carried, the Board approved both applications contingent upon the owner following guidelines set forth in the Policy Resolution No. 05. Marti Gray abstained from voting.*
- B. Unit #164 - The Board reviewed the homeowner’s application for window and slider replacement. *Upon a motion duly made, seconded and carried, the application was approved contingent upon the owner following guidelines set forth in the Policy Resolution No. 05.*

ACTION ITEMS

NEW BUSINESS:

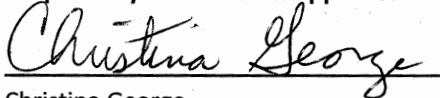
- 1. Appoint Inspector of Elections – *Upon a motion duly made, seconded and carried, the Board approved the current manager, Clover Ericson, as Inspector of Elections in accordance with the Associations Bylaws.*
- 2. Pool and Spa Leak Repairs Proposal – The Board reviewed the proposal submitted by Pool Surfacing 2000 in the amount of \$3,037.00 for the cost of repairs found during the full leak detection for both the pool and spa. *Upon a motion duly made, seconded and carried, the Board approved Pool Surfacing 2000’s proposal in the amount of \$3,037.00 to install a new spa skimmer, perform a spa flow test of the main drain, reset 11 pool coping stones and repair 22’ of pools waterline tiles.*
- 3. Unit #139 Reimbursement Request – The Board reviewed the homeowner’s reimbursement request in the amount of \$410.00 for exterior stucco repairs made during an emergency water leak that occurred after business hours. *Upon a motion duly made, seconded and carried, the Board approved the reimbursement in the amount of \$410.00.*

NEXT MEETING: Annual Meeting - Tuesday, April 26, 2016.

ADJOURNMENT

There being no further business, *a motion was made to adjourn the meeting at 7:04 p.m., which carried unanimously.*

Respectfully Submitted & Approved:



Christina George
Association Secretary