

**VILLA ANTIGUA HOMEOWNERS ASSOCIATION  
REGULAR MINUTES OF BOARD OF DIRECTORS MEETING  
APRIL 11, 2017**

The Regular Meeting of the Villa Antigua Homeowners Association Board of Directors was called to order by Vice President, Kathy Townsend at 6:01 p.m., Tuesday, April 11, 2017 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  
Marti Gray, President – via telephone conference

Directors Absent: Maureen Ruchhoeft, Secretary

Also Present: Clover Ericson, General Manager

**ARCHITECTURAL REQUESTS**

1. Unit #069 – The Board reviewed the homeowner's application to replace 12 vinyl windows and patio doors with the Anlin brand Del Mar style vinyl windows in the exterior color of sandstone. *Upon a motion duly made, seconded and carried, the application was approved contingent upon the owner following guidelines set forth in Policy Resolution No.05. Board member Kathy Townsend recused herself from discussion and voting as this is a conflict of interest.*

*Board President, Marti Gray left meeting upon completion of Unit #069's vote at 6:02 p.m. Remaining Board members proceeded with meeting.*

**SUMMARY OF EXECUTIVE SESSION**

The Board met in executive session on March 22, 2017 to approve meeting minutes, discuss delinquencies and legal matters.

**MEMBER OPEN FORUM**

No homeowners were in attendance.

**MINUTES**

The minutes of the Open Session Meeting held on March 22, 2017 were reviewed. *Upon a motion duly made, seconded and carried, the minutes were unanimously approved.*

**FINANCIAL**

BALANCE SHEET as of March 31, 2017 was reviewed and shows Total Current Asset Value of **\$459,438.84**.

REVENUE AND EXPENSE STATEMENT as of March 31, 2017 was reviewed. Net Revenue Report shows Net income/(expense) of \$4,532.76 as of March 31, 2017. Income was \$1,288.24 under anticipated budget.

## ACCOUNTS RECEIVABLE: Member Balance Summary

- Unit #020 owes \$260.00. Homeowner paid in full and is current.
- Unit #171 owes \$286.00. Homeowner paid in full and is current.
- Unit #156 owes \$286.00. Homeowner paid in full and is current.
- Unit #072 owes \$515.00. Homeowner submitted payment of \$350.00 on 03/31/17 and is current on payment plan.
- Unit #187 owes \$1,767.50. Lien filed 03/06/17. Further discussion tabled until May 17, 2017 Executive Session.
- Unit #063 owes \$2,422.00. Lien filed 02/13/17. Further discussion tabled until May 17, 2017 Executive Session.

1. **Accept Financial Statements:** *Upon a motion duly made, seconded and carried, March 2017 financial statements were accepted, subject to year-end audit.*

## **ARCHITECTURAL REQUESTS**

1. Unit #101 - The Board reviewed the homeowner's application to install a range hood vent. *Upon a motion duly made, seconded and carried, the application was approved contingent upon the owner following guidelines set forth in Policy Resolution No.05.*
2. Unit #054 - The Board reviewed the homeowner's application to install a satellite dish. *Upon a motion duly made, seconded and carried, the application was approved contingent upon the owner following guidelines set forth in Policy Resolution No.05.*
3. Unit #186 - The Board reviewed the homeowner's application to install a satellite dish. *Upon a motion duly made, seconded and carried, the application was approved contingent upon the owner following guidelines set forth in Policy Resolution No.05.*
4. Unit #116 – The Board reviewed the homeowner's application to install solar panels. *Upon a motion duly made, seconded and carried, the application was approved contingent upon the owner following guidelines set forth in Policy Resolution No.05 and providing the contractor's name and submit plans to the HOA Manager.*
5. Unit #192 – The Board reviewed the homeowner's application to replace windows and sliders. *Upon a motion duly made, seconded and carried, the application was approved contingent upon the owner following guidelines set forth in Policy Resolution No.05.*
6. Unit #192 – The Board reviewed the homeowner's application to replace perimeter fencing. *Upon a motion duly made, seconded and carried, the application was approved contingent upon the owner following guidelines set forth in Policy Resolution No.05 and ensures that wood fence does not exceed 6' in height.*
7. Unit #068 - The Board reviewed the homeowner's application to replace vinyl windows and patio doors with the Anlin brand Del Mar style vinyl windows in the exterior color of tan. *Upon a motion duly made, seconded and carried, the application was approved contingent upon the owner following guidelines set forth in Policy Resolution No.05.*

## **ACTION ITEMS**

### **NEW BUSINESS:**

1. HOA Insurance Proposals – The Board reviewed three proposals submitted for HOA Insurance to include Property and Liability, D&O, Fidelity and Umbrella coverages. *Upon a motion duly made, seconded and carried, the Board approved LaBarre Oksnee's insurance package totaling an annual premium of \$5,770 for coverages meeting or exceeding current insurance limits.*

**NEXT MEETING:** May 17, 2017 at 5:30pm.

**ADJOURNMENT**

There being no further business, *a motion was made to adjourn the meeting at 6:22 p.m., which carried unanimously.*

**Respectfully Submitted & Approved:**



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Maureen Ruchhoeft  
Association Secretary