

VILLA ANTIGUA HOMEOWNERS ASSOCIATION
REGULAR MINUTES OF BOARD OF DIRECTORS MEETING
NOVEMBER 17, 2015

The Regular Meeting of the Villa Antigua Homeowners Association Board of Directors was called to order by Vice President, Kathy Townsend at 5:38 p.m., Tuesday, November 17, 2015 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

Directors Absent: Marti Gray, President
 Steve Tracy, Member-at-Large

Also Present: Clover Ericson, General Manager and four (4) interested homeowners

SUMMARY OF EXECUTIVE SESSION

The Board met in executive session on October 20, 2015 to conduct member discipline hearings, discuss third party contracts, delinquent accounts and personnel matters. The Board met in executive session on November 2, 2015 to discuss legal and personnel matters.

MEMBER OPEN FORUM

The homeowners in attendance were provided the opportunity to address their concerns with the Board. Homeowners expressed concern for the lack of communication by the HOA, lack of shade and privacy with regard to the tree removal on the slope along Santo Road.

MINUTES

The minutes of the Open Session Meeting held on October 20, 2015 were reviewed. *Upon a motion duly made, seconded and carried, the minutes were unanimously approved with one correction to an incorrect date listed.*

FINANCIAL

BALANCE SHEET as of October 31, 2015 was reviewed and shows Total Current Asset Value of **\$549,215.05**.

REVENUE AND EXPENSE STATEMENT as of October 31, 2015, was reviewed. Net Revenue Report shows Net Income of \$1,148.60. Expenses were \$468.60 under anticipated budget.

ACCOUNTS RECEIVABLE: Member Balance Summary

- Unit # 171 owes \$40.00. Management has left a message for owner.
- Unit # 108 Owes October 2015 dues, Management left a message for owner.
- Unit # 155 Payment plan on track.

A. **Accept Financial Statements:** *Upon a motion duly made, seconded and carried, the October 2015 financial statements were accepted, subject to year-end audit.*

B. **Investment Recommendations:** *Upon a motion duly made, seconded and carried, the Board ratified the liquidation of \$40,000 from a CD to the operating account to cover Reserve expenditures.*

ARCHITECTURAL REQUESTS

- A. Unit #136 - The Board reviewed the homeowner's application to replace vinyl windows and sliding doors. *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.*

- B. Unit # 121 - The Board reviewed the homeowner's application to install roof-mounted solar panels. *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. Brush Management of Zone 2 (Shepherds Canyon) - The Board reviewed the notice from the City of San Diego Fire Rescue Department. *Upon a motion duly made, seconded and carried, the Board approved a cost not to exceed \$2,500.00 for either Western Tree to perform the brush maintenance of this zone or for Kirk to obtain temporary labor to hand clear the area.*
2. Employee Handbook Revision – *Upon a motion duly made, seconded and carried, the Board agreed to table this topic until review by Manager and Treasurer has been completed.*

OLD BUSINESS:

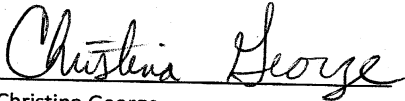
1. Maintenance Matrix - The Board reviewed the addendum to Policy Resolution No. 05., Architectural Change Guidelines effective March 2014. No membership response was received. *Upon a motion duly made, seconded and carried, the Board approved the adoption of the addendum to Policy Resolution No. 05. with one modification, selecting owner responsibility of "Doors - sliding glass".*
2. Santo Road Slope Replanting – The Board reviewed the proposal for the various tree selections. *Upon a motion duly made, seconded and carried, the Board approved the purchase of 10 Brisbane Box trees, 200 low boy acacia plants and a drip irrigation system to be installed at a cost not to exceed \$3,000.00.*

NEXT MEETING: Tuesday, January 19, 2015

ADJOURNMENT

There being no further business, *a motion was made to adjourn the meeting at 8:14 p.m., which carried unanimously.*

Respectfully Submitted & Approved:



Christina George
Association Secretary