

**VILLA ANTIGUA HOMEOWNERS ASSOCIATION
REGULAR MINUTES OF BOARD OF DIRECTORS MEETING
JANUARY 17, 2018**

The Regular Meeting of the Villa Antigua Homeowners Association Board of Directors was called to order by Treasurer, Marla Fee at 5:30 p.m., Wednesday, January 17, 2018 at the Villa Antigua office, 5844 Menorca Drive, San Diego, California.

A quorum was established with the following Directors in attendance:

Directors Present: Marla Fee, Treasurer
Maureen Ruchhoeft, Secretary
Marti Gray, President – via telephone conference

Directors Absent: Kathy Townsend, Vice-President
Deanne Bowman, Director at Large

Also Present: Clover Ericson, General Manager and one interested homeowner

MEMBER OPEN FORUM

The homeowners in attendance were provided the opportunity to address the Board. Paint scope of work and report of a dead tree was discussed.

SUMMARY OF EXECUTIVE SESSION

The Board met in Executive Session on November 29, 2017 to approve meeting minutes and discuss delinquencies.

MINUTES

The minutes of the Regular Session Meeting held on November 29, 2017 were reviewed. *Upon a motion duly made, seconded and carried, the minutes were unanimously approved.*

FINANCIAL

BALANCE SHEET as of November 30, 2017 and December 31, 2017 were reviewed and shows Total Current Asset Value of **\$498,178.52** as of December 31, 2017.

REVENUE AND EXPENSE STATEMENTS as of November 30, 2017 and December 31, 2017 were reviewed. Net Revenue Report shows Net income/(expense) of (\$12,683.44) as of December 31, 2017. Income was \$2,028.06 over anticipated budget for December 31, 2017.

ACCOUNTS RECEIVABLE: Member Balance Summary

- Unit #017 owes \$297.00. Payment received in full on 01/05/18 and currently owes for February.
- Unit #152 owes \$619.00. \$594.00 payment received on 01/02/18. Management is in contact with HO regarding remaining \$25.00 owed.
- Unit #063 & #063-B owes a combined \$5,588.90.00. Lien filed 02/13/17. Account will be discussed further in executive session.

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

ARCHITECTURAL REQUESTS

1. Unit #209 – The Board reviewed the homeowner’s application to install a skylight in the master bath. *Upon a motion duly made, seconded and carried, the skylight application was approved contingent upon the owner following guidelines set forth in Policy Resolution No.05.*

ACTION ITEMS

OLD BUSINESS:

1. Community Repainting Project – *Upon a motion duly made, seconded and carried, the Board approved the scope of work as submitted.* Management will proceed with obtaining proposals for repainting & balcony deck resurfacing to be reviewed at a future meeting.

NEW BUSINESS:

1. EmpireWorks – Ratify change order requests - The Board reviewed a change order request totaling \$7,463.00 previously approved by the manager based on the properties exposure to further damage/flooding due to current weather conditions. *Upon a motion duly made, seconded and carried, the Board ratified the change order in the amount of \$7,463.00.*
2. Liability Claim – The Board reviewed Mr. Jacoby’s reimbursement request and the documents provided regarding a common area tree falling and damaging Mr. Jacoby’s vehicle. A claim was submitted the day of the accident and is pending an insurance decision. *Upon a motion duly made, seconded and carried, the Board decided to accept the insurance adjuster’s decision as final and makes no further offers at this time to reimburse Mr. Jacoby.*

NEXT MEETING: February 21, 2018. Annual Meeting selected: April 25, 2018 at 7pm.

ADJOURNMENT

There being no further business, *a motion was made to adjourn the meeting at 6:11 p.m., which carried unanimously.*

Respectfully Submitted & Approved:



Maureen Ruchhoeft
Association Secretary