

**VILLA ANTIGUA HOMEOWNERS ASSOCIATION
REGULAR MINUTES OF BOARD OF DIRECTORS MEETING
APRIL 24, 2019**

The Regular Meeting of the Villa Antigua Homeowners Association Board of Directors was called to order by President, Jan Whitacre at 5:31 p.m., Wednesday, April 24, 2019 at the Villa Antigua office, 5844 Menorca Drive, San Diego, California.

A quorum was established with the following Directors in attendance:

Directors Present: Jan Whitacre, President
Kathy Townsend, Vice-President
Maureen Ruchhoeft, Secretary
Marla Fee, Treasurer

Directors Absent: Deanne Bowman, Director at Large

Also Present: Clover Ericson, General Manager

MEMBER OPEN FORUM

No homeowners were in attendance.

SUMMARY OF EXECUTIVE SESSION

The Board met in executive session on March 20, 2019 to approve meeting minutes.

MINUTES

The minutes of the Regular Session Meeting held on March 20, 2019 were reviewed. *Upon a motion duly made, seconded and carried, the minutes were approved with one abstention (Townsend).*

CONSENT CALENDAR

Funds Transfer Resolution was adopted by general consent.

FINANCIAL

BALANCE SHEET as of March 31, 2019 was reviewed and shows Total Current Asset Value of **\$260,215.59**.

REVENUE AND EXPENSE STATEMENT as of March 31, 2019 was reviewed. Net Revenue Report shows Net income/(expense) of \$14,356.86. Income was \$11,491.92 over anticipated budget.

ACCOUNTS RECEIVABLE: Member Balance Summary

- Unit #017 owes \$151.00. Homeowner is in communication with manager and has a payment plan to get caught up. No balance goes beyond 45 days. Manager will continue to closely monitor.
- Unit #152 owes \$309.00. Payment received on 04/01/19.
- Unit #108 owes \$320.00. Payment received on 04/01/19 and is current through 4/30/19.

1. **Accept Financial Statements:** *Upon a motion duly made, seconded and carried, March 2019 financial statements were accepted, subject to year-end audit.*
2. **Investment Recommendations:** *Upon a motion duly made, seconded and carried, the Board unanimously accepted the proposal to continue laddering the investment portfolio at Morgan-Stanley by disbursing the*

\$60,000.00 CD that will mature on May 03, 2019 into one CD in the amount of \$60,000.00 to mature May 2020; \$2,799 plus interest is to remain liquid in the Money Market account.

ARCHITECTURAL REQUESTS

1. Unit #133 - The Board review the homeowner's application to install an AC unit. *Upon a motion duly made, seconded and carried, the application was approved as submitted contingent upon the owner following guidelines set forth in Policy Resolution No.05.*
2. Unit #066 - The Board review the homeowner's application to replace one-bathroom window. *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 #005 - The Board reviewed the homeowner's application to replace his previously installed backyard wood deck with trex material. *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

UNFINISHED BUSINESS:

1. Roof Specification Review – *Upon a motion duly made, seconded and carried, the Board approved submitting GAF recommendations provided by the Board President along with the request to include any city building code requirements and possibly reduce roof color options down to three, to Architect Ken Sewell at a not to exceed cost of \$1,600.00 to revise outdated current roof specifications on file.*

NEW BUSINESS:

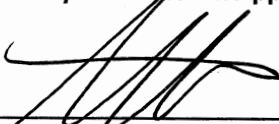
1. HOA Insurance Renewal Proposal – *Upon a motion duly made, seconded and carried, the Board approved LaBarre Oksnee's insurance renewal proposal in the amount of \$6,788 for coverage extending through 05/01/2020.*
2. Employee Basic Life Insurance Renewal – *Upon a motion duly made, seconded and carried, the Board approved Principals employee life insurance renewal for the period of 07/01/19-07/01/20 at the new rate of \$48.73 per month.*
3. Unit 006 – Brasseur's water intrusion repairs recommendation – *Upon a motion duly made, seconded and carried, the Board approved Brasseur's proposal to rebuild the second floor west facing balcony wall in the amount of \$4,362.00.*
4. Community wide violation review – *Upon a motion duly made, seconded and carried the Board authorized moving forward with a community wide review of all possible violations at each home. Management to send emailed notice and request homeowner assistance.*

NEXT MEETING: May 29, 2019 at 5:30pm.

ADJOURNMENT

There being no further business, *a motion was made to adjourn the meeting at 6:34 p.m., which carried unanimously.*

Respectfully Submitted & Approved:



Maureen Ruchhoeft, Association Secretary