

**VILLA ANTIGUA HOMEOWNERS ASSOCIATION  
REGULAR MINUTES OF BOARD OF DIRECTORS MEETING  
AUGUST 21, 2019**

The Regular Meeting of the Villa Antigua Homeowners Association Board of Directors was called to order by President, Jan Whitacre at 4:31 p.m., Wednesday, August 21, 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  
                              Caryn Maroni, Vice-President  
                              Marla Fee, Treasurer  
                              Joseph Lindsay, Director at Large

Directors Absent:       Maureen Ruchhoeft, Secretary

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

**MEMBER OPEN FORUM**

The homeowner in attendance was given an opportunity to address the Board. Homeowner was present to observe and be available for any discussion or questions on an architectural application submitted.

**SUMMARY OF EXECUTIVE SESSION**

The Board met in executive session on July 17, 2019 to approve meeting minutes and discuss delinquent accounts.

**MINUTES**

The minutes of the Regular Session Meeting held on July 17, 2019 were reviewed. *Upon a motion duly made, seconded and carried, the minutes were approved with one abstention (Whitacre).*

**CONSENT CALENDAR**

Funds Transfer Resolution was adopted by general consent.

**FINANCIAL**

BALANCE SHEET as of July 31, 2019 was reviewed and shows Total Current Asset Value of **\$314,116.07**.

REVENUE AND EXPENSE STATEMENT as of July 31, 2019 was reviewed. Net Revenue Report shows Net income/(expense) of \$4,096.00. Income was \$11,723.36 over anticipated budget.

**ACCOUNTS RECEIVABLE: Member Balance Summary**

- Unit #170 owes \$10.00. Manager has been in contact with owner to adjust future monthly payments.
- Unit #038 owes \$10.00. Manager has been in contact with owner to adjust future monthly payments.
- Unit #007 owes \$10.00. Payment received 08/09/19.
- Unit #147 owes \$10.00. Manager has been in contact with owner to adjust future monthly payments.
- Unit #157 owes \$10.00. Manager has been in contact with owner to adjust future monthly payments.
- Unit #198 owes \$10.00. Manager has been in contact with owner to adjust future monthly payments.
- Unit #152 owes \$363.00. Payment received on 08/15/19.
- Unit #153 owes \$363.00. Manager has attempted contact on several occasions. Will monitor and follow collection policy in accordingly.

- Unit #020 owes \$715.00. Account will be discussed in further detail in executive session.
- 1. **Accept Financial Statements:** *Upon a motion duly made, seconded and carried, July 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 to transfer \$100,000 from the operating account to the money market account at Morgan Stanley, authorized rolling the \$60,000 CD that matures in September 2019 to September 2020, transferring \$40,000 from money market account into a 24-month CD maturing September 2021 and another \$40,000 from our money market account into a 30-month CD maturing March 2022. Remaining \$23,439 plus interest to remain liquid in the money market account*
- 3. **Reserve Transfer:** *Upon a motion duly made, seconded and carried, the Board unanimously agreed to set up an automatic transfer of \$22,979 each month from the operating account to the reserve account through June 30, 2020 in accordance with the approved 2019-2020 budget, at which time the appropriate transfer amount will be revisited.*

#### **ARCHITECTURAL REQUESTS**

1. Unit #190 - The Board reviewed the homeowner's application to replace windows & 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.*
2. Unit #024 - The Board reviewed the homeowner's application to install roof mounted Tesla 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.install rain gutters.*
3. Unit #006 – The Board reviewed the homeowner's application to install rain gutters in the colors Beaver Brown to match any wood components and Desert Sand to match any stucco. There will be no gutters over any Hardie Board. *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 manager obtaining verbal confirmation of the neighbor awareness of gutter placement.*
4. Unit #158 - The Board reviewed the homeowner's application to ratify an approval of a previously installed beige balcony sail shade to the balcony railing. *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:**

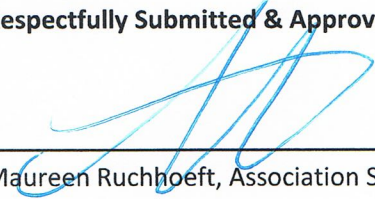
1. Roof Replacement Specifications Process – One World Architecture submitted a draft roof specification for the Board to review. *Upon a motion duly made, seconded and carried, the Board approved tabling this matter until the September meeting to allow for more time to review the document.*

**NEXT MEETING:** September 25, 2019 at 4:30pm.

**ADJOURNMENT**

There being no further business, *a motion was made to adjourn the meeting at 5:41 p.m., which carried unanimously.*

**Respectfully Submitted & Approved:**

A handwritten signature in blue ink, consisting of several overlapping loops and strokes, positioned above a horizontal line.

Maureen Ruchhoeft, Association Secretary