

**VILLA ANTIGUA HOMEOWNERS ASSOCIATION
REGULAR MINUTES OF BOARD OF DIRECTORS MEETING
OCTOBER 23, 2019**

The Regular Meeting of the Villa Antigua Homeowners Association Board of Directors was called to order by President, Jan Whitacre at 4:30 p.m., Wednesday, October 23, 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
 Maureen Ruchhoeft, Secretary
 Marla Fee, Treasurer

Directors Absent: Joseph Lindsay, Director at Large

Also Present: Clover Ericson, General Manager

MEMBER OPEN FORUM

No homeowners were in attendance.

SUMMARY OF EXECUTIVE SESSION

No executive session was held on September 25, 2019.

MINUTES

The minutes of the Regular Session Meeting held on September 25, 2019 were reviewed. *Upon a motion duly made, seconded and unanimously carried, the minutes were approved as submitted.*

CONSENT CALENDAR

Funds Transfer Resolution was adopted by general consent.

FINANCIAL

BALANCE SHEET as of September 30, 2019 was reviewed and shows Total Current Asset Value of **\$331,322.39**.

REVENUE AND EXPENSE STATEMENT as of September 30, 2019 was reviewed. Net Revenue Report shows Net income/(expense) of \$999.80. Income was \$9,468.60 over anticipated budget.

ACCOUNTS RECEIVABLE: Member Balance Summary

- Unit #147 owes \$10.00. Payment will be made with owners November dues payment.
- Unit #198 owes \$33.00. Payment received on 10/22/19 and is caught up.
- Unit #152 owes \$363.00. Management will monitor to ensure collection policy is adhered to.

1. **Accept Financial Statements:** *Upon a motion duly made, seconded and carried, September 2019 financial statements were accepted, subject to year-end audit.*

ACTION ITEMS

UNFINISHED BUSINESS:

1. Roof Replacement Specifications Process – One World Architecture submitted a second draft roof specification for the Board to review. The Board directed the Manager to make the necessary edits and email to the Board for final approval.

NEW BUSINESS:

1. Reserve Study Proposal – *Upon a motion duly made, seconded and carried, the Board approved Association Reserves 3-year loyalty proposal in the amount of \$4,320.00, to be paid annually in the amount of \$1,440.00 to perform the Associations annual required reserve study.*
2. Tree/Soil Testing – *Upon a motion duly made, seconded and carried, the Board denied Aguilar Plant Care's proposal in the amount of \$665.00 to test the soil and provide a final report with recommendations.* The Board directed Manager to instruct the Landscape supervisor to use additional fertilizers and build a support box to aid in the tree's absorption of nutrients and water.

NEXT MEETING: November 13, 2019 at 4:30pm.

ADJOURNMENT

There being no further business, *a motion was made to adjourn the meeting at 5:51 p.m., which carried unanimously.*

Respectfully Submitted & Approved:



Maureen Ruchhoeft, Association Secretary