

**VILLA ANTIGUA HOMEOWNERS ASSOCIATION
REGULAR MINUTES OF BOARD OF DIRECTORS MEETING
FEBRUARY 26, 2020**

The Regular Meeting of the Villa Antigua Homeowners Association Board of Directors was called to order by President Jan Whitacre at 4:32 p.m., Wednesday, February 26, 2020 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/Treasurer
Maureen Ruchhoeft, Secretary
Directors Absent: Joseph Lindsay, Director at Large
Also Present: Clover Ericson, General Manager

MEMBER OPEN FORUM

There were no homeowners in attendance.

SUMMARY OF EXECUTIVE SESSION

The Board met in executive session on February 26, 2020 to discuss member discipline matters and approve January 15, 2020 meeting minutes.

MINUTES

The minutes of the Regular Session Meeting held on January 15, 2020 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 January 31, 2020 was reviewed and shows Total Current Asset Value of **\$413,257.17** as of January 31, 2020.

REVENUE AND EXPENSE STATEMENT as of January 31, 2020 was reviewed. Net Revenue Report shows Net income/(expense) of \$3,640.03. Income was \$15,797.77 over anticipated budget.

ACCOUNTS RECEIVABLE: Member Balance Summary

- Unit #082 owes \$330.00. Payment was received on 2/4/2020 and is current through 2/29/2020.
- Unit #152 owes \$363.00. \$400.00 payment was received on 2/18/2020.
- Unit #017 owes \$678.00. Pending payment. Management will monitor to ensure collection policy is adhered to.

1. **Accept Financial Statements:** *Upon a motion duly made, seconded and carried, November and December 2019 financial statements were accepted, subject to year-end audit.*
2. **Reserve Study Draft:** *Upon a motion duly made, seconded and carried, the draft 2020 Reserve Study prepared by Association Reserves was unanimously approved with any corrections to the remaining useful life (RUL) components be made at the Managers discretion.*

ARCHITECTURAL REQUESTS

1. Unit #122 – The Board reviewed the homeowner’s application to install a replacement garage door in the color Desert Tan. *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 #155 - The Board reviewed the homeowner’s application to replace the master slider with a tan exterior Anlin by Bayview series retrofit slider. *Upon a motion duly made, seconded and carried, the application was approved as is contingent upon the owner following guidelines set forth in Policy Resolution No.05 and any all work be coordinated with the Associations deck contractor, Empire Works.*
3. Unit #097 - 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 Policy Resolution No.05.*

ACTION ITEMS

UNFINISHED BUSINESS:

1. Holiday Decoration Rule Change – The Board reviewed any correspondence submitted to Management regarding the proposed changes mailed out to the membership. *Upon a motion duly made, seconded and carried, the Board approved the Holiday Decoration Rule Change update to the Architectural Guidelines as submitted.* Management will notify membership within 15 days.
2. Pool Maintenance Proposals – The Board reviewed three (3) proposals for pool maintenance. *Upon a motion duly made, seconded and carried, the Board approved to terminate Savin Pools’ contract effective June 30, 2020 and start RB Pool & Spa effective July 1, 2020 at the summer rate of \$540.00 a month and winter rate of \$350.00 a month.*

NEW BUSINESS:

1. Homeowner Correspondence – Tree Trimming Concerns – The Board reviewed correspondence from several homeowners regarding the recent tree trimming performed by Western Tree. The Board opted to continue to follow the arborists recommendation for all tree trimming and pruning needs in the community. No action will be taken on any request.
2. Janitorial Deep Cleaning Proposal – *Upon a motion duly made, seconded and carried, the Board approved Stratus Janitorial’s proposal in the amount of \$435.00 to perform deep cleaning of the clubhouse floors, restrooms, stairway carpet cleaning and all windows, inside and out.*
3. Pool Deck Repair and Reseal Proposal – *Upon a motion duly made, seconded and carried, the Board approved Life Deck’s proposal in the amount of \$6,950.00 to reseal the entire deck and perform repairs to the coping and deck joints at both the pool and spa area.*
4. Epsten, APC – Legal Fee Increase – *Upon a motion duly made, seconded and carried, the Board approved Epsten, APC’s hourly legal fee increases as submitted and will continue to use their services on an as-needed basis.*

NEXT MEETING: March 25, 2020 at 4:30pm.

ADJOURNMENT

There being no further business, *a motion was made to adjourn the meeting at 5:40 p.m., which carried unanimously.*

Respectfully Submitted & Approved:



Maureen Ruchhoeft, Association Secretary