

**VILLA ANTIGUA HOMEOWNERS ASSOCIATION
REGULAR MINUTES OF BOARD OF DIRECTORS MEETING
JANUARY 15, 2020**

The Regular Meeting of the Villa Antigua Homeowners Association Board of Directors was called to order by President Jan Whitacre at 3:35 p.m., Wednesday, January 15, 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
 Joseph Lindsay, Director at Large

Also Present: Clover Ericson, General Manager and three interested homeowners

MEMBER OPEN FORUM

The homeowners in attendance were provided the opportunity to address the Board.

SUMMARY OF EXECUTIVE SESSION

The Board did not meet in executive session in November or December 2019. The Board met in executive session on January 15, 2020 to discuss member discipline matters.

MINUTES

The minutes of the Regular Session Meeting held on November 13, 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 November 30, 2019 and December 31, 2019 were reviewed and shows Total Current Asset Value of **\$398,644.94** as of December 31, 2019.

REVENUE AND EXPENSE STATEMENT as of November 30, 2019 and December 31, 2019 were reviewed. Net Revenue Report shows Net income/(expense) of \$2,199.80. Income was \$12,244.32 over anticipated budget.

ACCOUNTS RECEIVABLE: Member Balance Summary

- Unit #017 owes \$315.00. \$300.00 payment made on 12/27/19 to reduce balance. Management will monitor to ensure collection policy is adhered to.
- Unit #152 owes \$363.00. Payment is pending. 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. **Assembly Bill 2912:** Board discussed last year's decision to email financial reports to all Directors with a response in accordance with AB 2912. Board instructed Management to post a Board meeting notice if no responses from all Directors by December 15th.

3. **Proposed Income Investment Changes:** *Upon a motion duly made, seconded and carried, the Board approved of transferring all Reserve CD accounts from Morgan Stanley to Lynn Wealth Management effective as soon as possible.*

ARCHITECTURAL REQUESTS

1. Unit #193 - The Board reviewed the homeowner's application to ratify the installation of a pewter colored front door. *Upon a motion duly made, seconded and carried, the application was ratified as is contingent upon the owner following guidelines set forth in Policy Resolution No.05 and any future changes must obtain prior board approval of the color.*
2. Unit #138 - The Board reviewed the homeowner's application to install a shade fabric balcony deck awning. *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 select either color Unity Leaf #85003 or Aspen #4668.*

ACTION ITEMS

NEW BUSINESS:

1. Rule Changes
 - a. Roof Specifications – 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 Roof Specifications update to the Architectural Guidelines as submitted.*
 - b. Record Retention Policy – 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 Record Retention Policy update as submitted.*
 - c. Election Rules – 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 updated Election Rules as submitted.*
 - d. Holiday Decoration Rule Update – The Board reviewed the current rules on holiday light and decoration displays. *Upon a motion duly made, seconded and carried, the Board approved sending out a rule change for the 28-day comment period to amend the current rule to include the following display timeframe criteria; All holiday decoration or lights can be displayed no earlier than three (3) weeks prior to the holiday and must be removed one week after with the exception of Christmas which can be displayed the day after Thanksgiving and removed by January 7th.*
2. Appoint Inspector of Elections - *Upon a motion duly made, seconded and carried, the Board approved C&C Management and Consulting, Inc.'s proposal to perform the Inspector or Elections services in accordance with SB 323 in the amount of \$600.00. Management will work with Kim Johnson and Christina Hartman and perform as many of the duties as the law allows.*
3. Empire Works - Balcony Deck Repair Proposal – *Upon a motion duly made, seconded and carried, the Board approved Empire Works change order proposal in the amount of \$38,088.00 to perform three additional deck repairs.*
4. Savin Pools – Contract Rate Increase – The Board requested additional bids be sought to review at the next meeting.

NEXT MEETING: February 26, 2020 at 4:30pm.

ADJOURNMENT

There being no further business, *a motion was made to adjourn the meeting at 5:39 p.m., which carried unanimously.*

Respectfully Submitted & Approved:



Maureen Ruchhoeft, Association Secretary