

**VILLA ANTIGUA HOMEOWNERS ASSOCIATION  
REGULAR MINUTES OF BOARD OF DIRECTORS MEETING  
JANUARY 21, 2025**

The Regular Meeting of the Villa Antigua Homeowners Association Board of Directors was called to order by President Jan Whitacre at 6:00 p.m., Tuesday, January 21, 2025, at the Villa Antigua office, 5844 Menorca Drive, San Diego, California and via Zoom.

A quorum was established with the following Directors in attendance:

Directors Present:      Jan Whitacre, President  
                                 Robert Bergman Vice-President  
                                 John Croff, Secretary  
                                 Dave Wozniak, Director at Large

Directors Absent:      Maureen Ruchhoeft, Treasurer

Also Present:            Clover Ericson, General Manager and 1 interested homeowner

**MEMBER OPEN FORUM**

One homeowner was in attendance. Homeowner was given the opportunity to address the Board regarding his insurance coverage amendment agenda topic.

**SUMMARY OF EXECUTIVE SESSION**

The Board met in executive session on November 19, 2024, to discuss member discipline matters.

**MINUTES**

The minutes of the Regular Session Meeting held on November 19, 2024, were reviewed. *Upon a motion duly made, seconded and carried, the minutes were approved as submitted. Director Whitacre abstained as he was absent.*

**CONSENT CALENDAR**

Funds Transfer Resolution was adopted by general consent.

**FINANCIAL**

BALANCE SHEET as of November 30, 2024, and December 31, 2024, were reviewed and shows Total Current Asset Value of **\$564,821.50** as of December 31, 2024.

BUDGET VS. ACTUALS STATEMENT as of November 30, 2024, and December 31, 2024, were reviewed. As of December 31, 2024, monthly income was \$412.36 under the anticipated budget.

ACCOUNTS RECEIVABLE: \$884.00 total amount of delinquencies. Delinquent accounts over 60 days were brought current so no action needed.

1. **Accept Financial Statements:** *Upon a motion duly made, seconded and carried, November 2024's and December 2024's financial statements were accepted, subject to year-end audit.*

### **ARCHITECTURAL REQUESTS**

1. Unit #178 – The Board reviewed the homeowner’s application to replace their owner shared fence. *Upon a motion duly made, seconded and carried, the application was unanimously approved as submitted, 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 gutters. *Upon a motion duly made, seconded and carried, the application was unanimously approved as submitted, contingent upon the owner following guidelines set forth in Policy Resolution No.05, ensuring all gutters and downspouts are painted to match the adjacent surface.*
3. Unit #125 – The Board reviewed the homeowner’s application to install a heat pump. *Upon a motion duly made, seconded and carried, the application was unanimously approved as submitted, contingent upon the owner following guidelines set forth in Policy Resolution No.05. Director Whitacre recused himself from voting as this is his application.*
4. Unit #121 – The Board reviewed the homeowner’s application to install a hood exhaust vent. *Upon a motion duly made, seconded and carried, the application was unanimously approved as submitted, contingent upon the owner following guidelines set forth in Policy Resolution No.05.*
5. Unit #152 – The Board reviewed the homeowner’s application to replace all windows and sliders in the exterior color tan. *Upon a motion duly made, seconded and carried, the application was unanimously approved as submitted, contingent upon the owner following guidelines set forth in Policy Resolution No.05.*

### **ACTION ITEMS**

#### **NEW BUSINESS:**

1. Empire Works Ratify Change Order – The Board tabled the action to ratify the approval of Empire Works’ change order #4 in the amount of \$14,635 approved by Director Whitacre until additional clarification could be received from Empire Works regarding the break-down of the additional approved work.

**NEXT MEETING:** Board meeting: February 24, 2025, at 6:00pm. Homeowners Annual Meeting: April 29, 2025 @ 6pm.

### **ADJOURNMENT**

There being no further business, *a motion was made to adjourn the meeting at 7:10 p.m., which carried unanimously.*

**Respectfully Submitted & Approved:**

  
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John Groff, Association Secretary