

**Crest of Calavera Hills Homeowners Association
General Session Board Meeting Minutes**

Monday, October 9, 2017

***Property Advantage
5142 Avenida Encinas, Carlsbad, CA 92008***

- ATTENDANCE:** Directors Present: Bill Parks, President
Amy Hayashi, Treasurer
Janet Bryant, Secretary
Joe Curran, Vice President
Tina Filler, Director at Large
- Representing Property Advantage: Erik Runsvold, CAMEx, CCAM, CMCA, AMS Division Manager
- CALL TO ORDER:
HOMEOWNER FORUM:** The meeting was called to order at 5:46 pm by Bill Parks, Board President.
Time was set aside for Owners in attendance to address the Board with concerns regarding the community. There were no homeowners in attendance.
- EXECUTIVE SESSION DISCLOSURE:** The Board met in an executive session prior to the general session to discuss minutes, collections and a homeowner request.
- APPROVAL OF MINUTES:** Upon a motion duly made by Bill Parks, seconded by Amy Hayashi and unanimously carried, the Board approved the September 19, 2017 General Session Minutes.
- FINANCIAL REPORTS:** The Board reviewed the monthly financial reports ending September 30, 2017.
Upon a motion duly made by Bill Parks, seconded by Janet Bryant and unanimously carried, the Board accepted the financials ending September 30, 2017 subject to the auditor's year-end review.
- 2018 DRAFT BUDGET:** Upon a motion duly made by Janet Bryant, seconded Amy Hayashi and unanimously carried, the Board approved the 2018 draft budget prepared by Board President, Bill Parks.
- COMMITTEE REPORTS:** Landscape Committee: The next monthly landscape walk is scheduled for October 19, 2017 at 9:00 am.
Parkwest Past Due Invoices: Upon a motion duly made by Bill Parks, seconded by Janet Bryant and unanimously carried, the Board approved past due invoices 169714, 169715, 171085 and 173619. All past due invoices total \$2,345.15. The Board did direct Management to include a letter on behalf of the Board of Directors detailing the process of approvals moving forward for any irrigation or landscape extra work.
- NEW BUSINESS:** Pool Gate Repairs: Upon a motion duly made by Tina Filler, seconded by Joe Curran and unanimously carried, the Board approved ProTec Building Services to complete the repairs to the Associations swimming pool fence for a cost not to exceed \$900.00. It should be noted, the payment of this fee will come out of the Association's reserve account.

Architectural Application: Upon a motion duly made by Bill Parks, seconded by Janet Filler and unanimously carried, the Board approved the installation of five (5) double paned colonial style slider windows at 2875 Sanford Lane. An additional motion was made by Bill Parks, seconded by Janet Bryant and unanimously carried approving the installation of gutters around the roofing of 2875 Sanford Lane. The secondary approval for the installation of gutters is contingent upon the placement of the drainage and color matching the fascia which is white.

Carlsbad Village Drive Exterior Wall: Board President, Bill Parks informed both the rest of the Board and Management that the request for all city permits have been made and checks delivered for the city of Carlsbad to vote on a date to close the side of the street where the CVD wall will be installed. As of October 10, 2017 there has been no confirmation of a date to when the actual installation is scheduled to begin.

MEETING: The next regularly scheduled Board meeting will be November 13, 2017.

ADJOURNMENT: With no further business to come before the Board, the meeting was adjourned at 7:16 p.m.

ATTEST: _____

DATE: _____