

**Crest of Calavera Hills Homeowners Association  
General Session Board Meeting Minutes  
Monday, January 14, 2019  
Property Advantage  
5142 Avenida Encinas, Carlsbad, CA 92008**

**ATTENDANCE:** Directors Present: Bill Parks, President  
Janet Bryant, Secretary  
Mark Dea, Treasurer  
Tina Filler, Director at Large

Director Absent: Joe Curran, Vice President

Management Representatives: Erik Runsvold, CAMEX, CCAM, CMCA, AMS  
Jill Schilling, Community Association Manager

**CALL TO ORDER:** The meeting was called to order at 6:05 pm by Bill Parks, Board President.

**HOMEOWNER FORUM:** Time was set aside for Owners in attendance to address the Board with concerns regarding the community. There were no homeowners in attendance.

**APPROVAL OF MINUTES:** Upon a motion made, seconded and unanimously carried, the Board approved the December 10, 2018 General Session meeting Minutes as presented.

**FINANCIAL REPORTS:** Upon a motion made, seconded and unanimously carried, the Board accepted the financials ending December 31, 2018. This acceptance is subject to the approved auditor's year-end review. It was confirmed with the Board that Management's accounting representative will be meeting with two Board members and the Management Representatives noted above for a meeting to discuss financial questions on Wednesday, January 16, 2019 at 1:00 pm at the offices of Property Advantage in the conference room.

**COMMITTEE REPORTS:** Landscape Committee: The first monthly landscape walk for 2019 was confirmed for Thursday, January 17, 2019 at 9:00 am.

Parkwest Proposal # 59195: Action taken outside of the monthly HOA meeting: All five Board members voted in favor, via electronic vote of approval, to accept the Parkwest Landscape Maintenance proposal # 59195 as presented for irrigation repairs not to exceed \$1,666.58.

**NEW BUSINESS:** Discussion ensued regarding the March 2019 insurance renewal for Crest of Calavera Hills HOA, with Board members requesting Management obtain bids for the Association's coverage(s).

Management was requested to mail the Board President a hard copy of the monthly meeting packet and email the packet contents to the full Board. Board members will notify the Community Association Manager if they would like a copy of the packet brought to the meeting.

**NEXT MEETING:** The next monthly HOA meeting was confirmed for Monday, February 11, 2019.

**ADJOURNMENT:** With no further business to come before the Board, the meeting was adjourned at 7:20 pm.

**ATTEST:** \_\_\_\_\_

**DATE:** \_\_\_\_\_