

**CARBON CANYON I HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
DECEMBER 12, 2006**

MINUTES

- NOTICE** With notice given and received, the Regular meeting of the Board of Directors of the Carbon Canyon 1 Homeowners Association was held on December 12, 2006 at the Clubhouse, Chino Hills, California.
- PRESENT** Charlie Blank, President
Bill Potts, Vice President
Jesse Cunningham, Treasurer
Brian Howard, Member at Large

Marcia Yetter, Action Property Management, Inc.
- ABSENT** Denise Nuchols, Secretary
- CALL TO ORDER** The meeting was called to order at 7:06 P.M. by Charlie Blank.
- EXECUTIVE DISCLOSURE** An Executive Session meeting was held to discuss homeowner/association encroachment issues.
- COMMITTEE REPORTS**
- Equestrian- Brian reported that the equestrian center is pretty much status quo and there are 4-5 sheds leaking.
- Landscape Committee - Landscape Committee discussed the tree trimming schedule in process and landscaping the property on Halite.
- Finance Committee- Jesse reported that the assessments are close to current, equestrian expenses are in good shape and further discussed water usage and electricity usage.
- Architectural Committee- No update, as Denise was not present.
- OPEN FORUM** Discussions regarding Equestrian Center, Street Slurry and the website.
- CONSENT CALENDAR** Motion was made by Charlie, seconded by Brian, carried unanimously to approve the Consent Calendar as presented which is attached to and made a part of these minutes.
- PRE-LIEN ACCOUNTS** Three accounts have been recommended for lien processing. These accounts were discussed during the Executive Session. It was decided that this issue would be tabled until the January meeting for additional clarification.

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**AUDITOR
PROPOSALS**

Proposals to perform year end audit and tax returns have been submitted by three auditors. Motion was made by Charlie, seconded by Jesse, carried unanimously to approve a fourth auditor, not presented by Action Property Management, by the name of Crooks & Associates with the cost to be approximately \$950.00. Management will contact the auditor for contract or engagement letter.

**POOL
MAINTENANCE
PROPOSAL**

A-1 Pools is recommending improvements for the pool equipment. They have indicated that the current filtration system is not adequate to support the pool usage and A-1 Pools is offering options to correct this issue. One option is to install an additional new filter for \$1,125.00, or install a used filter for \$450.00. They're also suggesting upgrading an existing impeller on the pump to support the extra filter for \$150.00. The Board decided to table this issue until February as they would like additional information and are requesting that the pool maintenance company attend the February meeting to discuss this.

**ACCOUNT
REINVESTMENT**

Previously, there were instructions given to close the Association's account with Union Bank and transfer the entire balance to Sunwest Operating Account #0301062958. The Board needs to sign investment account transaction instruction form. The Board requested that \$50,000 remain liquid and \$230,000 of the funds be invested in CDs with Schwab.

**ASSOCIATION
SIGNS**

There are a couple of areas where trails have been closed due to needed maintenance. Caution tape was put up but removed. Motion was made by Charlie, seconded by Brian, carried unanimously to approve Sign Depot to produce the needed signs at a discounted cost. It was approved 3 to 0, Bill abstained, as he is an employee of Sign Depot.

**HOMEOWNER
REQUESTS**

The homeowner at 15627 Obsidian requested that the late fee of \$10.00, pre-lien fee of \$75.00 and the vesting report fee of \$30.00 be waived as there had been a change of address put through that had not followed to Action from the previous management company. Motion was made by Jesse, seconded by Charlie, carried unanimously to approve the removal of these fees.

The homeowner at 15341 Turquoise Circle North made the same request indicating also that there had been a change of address that had not been forwarded to Action Property Management. They also are requesting a late fee of \$10.00, pre-lien fee of \$75.00 and vesting report fee of \$30.00 be waived from their account. Motion was made by Jesse, seconded by Charlie, carried unanimously to approve the waiver of these fees.

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ADJOURN The meeting was adjourned at 7:46 P.M to Executive session to further discuss homeowner/encroachment issues.

APPROVED BY THE BOARD OF DIRECTORS JANUARY 9, 2007