

**CASA CANON HOMEOWNERS ASSOCIATION
REGULAR MEETING OF THE BOARD OF DIRECTORS
FEBRUARY 12, 2018
MINUTES**

- NOTICE** With notice given and received, the Regular Meeting of the Board of Directors of the Casa Canon Homeowners Association was held on February 12, 2018 in the Casa Canon Clubhouse.
- PRESENT** Ron Breach, President
Rosa Porter, Vice President
Mark Stalnaker, Secretary
Carmen Delibrado, Treasurer
David Pixler, Member
- Allan Schein, StoneKastle Community Management, Inc.
- ABSENT** None
- CALL TO ORDER** The meeting was called to order at 6:05 P.M. by, Ron Breach, President.
- OPEN FORUM** This is a time designated for the homeowners to address the Board. Management would like to remind the Board, items not posted on the agenda may not be decided on, however we can offer that concerns or requests be noted on future agendas. Each owner has an allotted time limit to address their concerns set forth by the Board.
- CONSENT CALENDAR** Motion was made and seconded to approve the Regular Minutes from January 8, 2018. Motion carried unanimously.
- Motion was made and seconded to approve the December 2017 and January 2018 financial statements subject to audit at the fiscal year end. Motion carried unanimously.
- MANAGEMENT FINANCIAL REPORT** Financial Update
As of January 31, 2018, the operating account had a balance of \$104,720.85.
As of the same date the reserve account had a balance of \$233,150.20
- The last reserve study conducted on May 18, 2017 showed the Association was 41% funded. A healthy funding is 75% or higher.
- DRAFT AUDIT** Motion was made and seconded to approve the draft audit as submitted by Inouye, Shively & Klatt. Motion carried unanimously
- LANDSCAPE** Landscape Report
Cost Landscape provided a landscape update and provided a proposal for new plantings and mulch.

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PROPOSAL

Scott English Plumbing – Install Clean outs on the main sewer lines throughout the community for (7) Single Story Units

Motion was made and seconded to approve the proposal from Scott English Plumbing to install clean outs on main sewer lines throughout the community for seven (7) single story units in the amount of \$1,750.00 each. Motion carried unanimously

Scott English Plumbing – Install Clean outs on the main sewer lines throughout the community for two story unit

Motion was made and seconded to approve the proposal from Scott English Plumbing to install clean outs on main sewer lines throughout the community for two story units in the amount of \$2,400.00 each. Motion carried unanimously

Alterra Assessment Recovery

Motion was made and seconded to approve the proposal from Alterra Assessment Recovery to send all new collect activity to Alterra. Motion carried unanimously

Tinnelly Law Group

Motion was made and seconded to approve the retainer agreement from Tinnelly Law Group for legal services, Tinnelly Law Group will be the Associations attorney moving forward. Retainer agreement is in the amount of \$850.00. Motion carried unanimously

Coast Landscape

Motion was made and seconded to approve the proposal submitted by Coast Landscape for new plantings and mulch in the amount of \$342.50. Motion carried unanimously

Stanley Security

Motion was made and seconded to approve up to \$5,000.00 for the new camera and operating access control system. Motion carried unanimously

Reimbursement - Carmen Delibrado

Motion was made and seconded to approve reimbursing Carmen Delibrado for printing charges at Fed Ex. Office in the amount of \$17.21. Motion carried unanimously

ADJOURNED

The meeting was adjourned at 6:44 P.M.

ATTEST

Respectfully Submitted by, Allan Schein, Senior Community Manager, PCAM.

APPROVED

Chairman of the Meeting

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SECRETARY'S CERTIFICATE

I hereby certify that I am the duly appointed Secretary of the Casa Canon Homeowners Association, and do hereby certify under penalty of perjury that the foregoing is a true and correct copy of the Minutes of the Board of Directors Meeting held February 12, 2018 was approved by the Chairman of the Meeting.

Dated: _____

Secretary