

**CASA CANON HOMEOWNERS ASSOCIATION
REGULAR MEETING OF THE BOARD OF DIRECTORS
SEPTEMBER 11, 2017
MINUTES**

NOTICE With notice given and received, the Regular Meeting of the Board of Directors of the Casa Canon Homeowners Association was held on September 11, 2017 in the Casa Canon Clubhouse.

PRESENT Ron Breach, President
Mark Stalnaker, Secretary
David Pixler, Member

Allan Schein, StoneKastle Community Management, Inc.

ABSENT Ken Franke, Treasurer
Rosa Porter, Vice President

CALL TO ORDER The meeting was called to order at 6:20 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 August 14, 2017. Motion carried unanimously.

Motion was made and seconded to approve the August 2017 financial statements subject to audit at the fiscal year end. Motion carried unanimously.

MANAGEMENT FINANCIAL REPORT Financial Update
As of August 31, 2017 the operating account had a balance of \$81,046.15. As of the same date the reserve account had a balance of \$197,260.55.

The last reserve study conducted on May 18, 2017 showed the Association was 41% funded. A healthy funding is 75% or higher.

Pre Lien Approvals
None at this time

Lien Approvals
None at this time

Write Off of Bad Debt
None at this time

Accounts to send to the Attorney
None at this time

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Foreclosure
None at this time

LANDSCAPE

Landscape Report
The Board of Directors reviewed the landscape report.

**ARCHITECTURAL
REVIEW**

Gazebo
Motion was made and seconded to approve 213-C Tustin Ave to install a gazebo. Motion carried unanimously.

Garage Door
Motion was made and seconded to approve 221-D N. Tustin to install new garage door. Motion carried unanimously.

ADT Security
Motion was made and seconded to approve 213 N, Tustin to install ADT security. Motion carried unanimously.

CSU – Roof Maintenance
Motion was made and seconded to have CSU perform the annual roof maintenance in the amount of \$4,471.00. Motion carried unanimously.

Audit and Tax
Motion was made and seconded to have Inouye, Shively & Klatt perform the annual audit and taxes in the amount of \$1,000.00. Motion carried unanimously. Ron Breach – Abstain

Termite Treatment Procedure Policy for Homeowners
Motion was made and seconded to follow the following termite treatment procedures: Owner to contact CSU, CSU to contact Management to notify they have been contacted, the owner pays for the termite report and any non-Association areas found to have termites, the Association pays for any common area/HOA responsibly areas found to have termites. No report is needed to be approved, Management issues a work order approving the work and CSU bills the Association for the approved work by Management Motion carried unanimously.

Fire Update/Claim
The Board reviewed the information.

ADJOURN

There being no further business to come before the Board at this time, the meeting was adjourned at 6:47 P.M.

ATTEST

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

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APPROVED

Chairman of the Meeting

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 September 11, 2017 was approved by the Chairman of the Meeting.

Dated: _____

Secretary