

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

**Monday, March 12, 2018**

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

**ATTENDANCE:** Directors Present: Bill Parks, President  
Janet Bryant, Secretary  
Amy Hayashi, Treasurer  
Joe Curran, Vice President

Directors Absent: 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 5:49 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 fire abatement.

**APPROVAL OF MINUTES:** Upon a motion duly made by Bill Parks, seconded by Janet Bryant and unanimously carried, the Board approved the February 12, 2018 General Session Minutes.

**FINANCIAL REPORTS:** The Board reviewed the monthly financial reports ending February 2018. Upon a motion duly made by Bill Parks, seconded by Janet Bryant and unanimously carried, the Board accepted the February 2018 financials subject to the year-end audit review.

**COMMITTEE REPORTS:** Landscape Committee: The next monthly landscape walk is scheduled for March 15, 2018 at 9:00 am.

**NEW BUSINESS:** 2018 Reserve Study: Upon a motion duly made by Bill Parks, seconded by Joe Curran and unanimously carried, the Board approved the 2018 Draft reserve study provide by Intraspect property Analysis.

2018/2019 Association Insurance: Upon a motion duly made by Joe Curran, seconded by Bill Parks and unanimously carried, the Board approved LaBarre/Oksnee Association insurance renewal for a price not to exceed \$4,569.00.

Richris Maintenance Proposals:

- Exterior Maintenance Repairs: The Board elected to table the proposal from Richris Maintenance for 3726 Bennington Court and directed Management to inform the homeowner to obtain a termite report before any work can proceed.
- Swallow Nest Removal: Upon a motion duly made by Bill Parks, seconded by Amy Hayashi

and unanimously carried, the Board approved Richris Maintenance to remove 23 swallow bird nests throughout the community. This cost is not to exceed \$1,182.00.

2018 Financial Review and Taxes: Upon a motion duly made by Bill Parks, seconded by Joe Curran and unanimously carried, the Board approved Newman and Associates to provide the 2018 financial review and tax preparation for a cost not to exceed \$925.00.

**MEETING:** The next regularly scheduled Board meeting will be March 12, 2018.

**ADJOURNMENT:** With no further business to come before the Board, the meeting was adjourned at 7:15 p.m.

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

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