

**Crest of Calavera Hills Homeowners Association
General Session Board Meeting Minutes
Wednesday, March 20, 2019**

**PropertyADVANTAGE Office
5142 Avenida Encinas, Carlsbad, CA 92008**

- ATTENDANCE:** Directors Present: Bill Parks, President
Joe Curran; Vice President
Janet Bryant, Secretary
Mark Dea, Treasurer
Tina Filler, Director at Large
Management Representatives: Jill Schilling, Community Association Manager
- CALL TO ORDER:** The meeting was called to order at 6:00 pm by Bill Parks, Board President.
- GUEST SPEAKERS:** Michael Reschetenikow and Naief Al-Chaikh, representatives from Comerica Wealth Management, gave a brief presentation to the Board on the financial services that Comerica Wealth Management has to offer Crest of Calavera Hills HOA.
- HOMEOWNER FORUM:** Time was set aside for Owners in attendance to address the Board with concerns regarding the community, with one homeowner present to address the Board on repairs needed to his property as the result of termite activity.
- APPROVAL OF MINUTES:** Upon a motion made, seconded and unanimously carried, the Board approved the February 11, 2019 General Session meeting Minutes as presented.
- FINANCIAL REPORTS:** Upon a motion made, seconded and unanimously carried, the Board accepted the financials ending February 28, 2019. This acceptance is subject to the approved CPAs year-end financial review.
- The Board reviewed the notice from the accounting department and from US Bank to advise US Bank will be terminating their retail lockbox services in the near future, but no date was provided. Board members had many questions for accounting, to make sure there is a smooth transition for members when making their assessment payments. The Community Association Manager will relay the questions to accounting and to the HOA Division Manager.
- LANDSCAPE COMMITTEE:** Upon motion made, seconded and unanimously carried, it was resolved by the Board to approve the tree removal proposal submitted by Park West for a fee of \$250.00.
- UNFINISHED BUSINESS:** **Newman & Associates CPA, Inc Annual Financial Disclosure:** The Board elected to table approval of the CPA's report and membership mailing of the 2018 Year End Financial Review until their April 17, 2019 HOA meeting. Management was directed to confirm the Civil Code that identifies the annual financial disclosure mail requirement to the membership
- NEW BUSINESS:** **Waste Management Saturday Pickup Service on Nantucket Lane:** The Board directed Management to cancel the Saturday trash service pickup on Nantucket Lane.
- Cole Electric Recommendation for LED Lighting:** Board members reviewed the communication from the electrician dated March 5, 2019 to advise the carport light fixture ballasts have become obsolete and many are beginning to fail. Upon motion made, seconded and unanimously carried, the Board agreed to follow the recommendation made by Don Cole and start to replace the carport lights with LED lamps on a case by case basis, as needed.

Asbestos Report: Account #1009000901: The Board accepted the report submitted by the homeowner as informational only. No action required.

Termite Report Account # 1009002101: The Board reviewed the inspection report prepared by Calterm Termite & Pest Control, submitted by the homeowner, asking the Association to advise what the process is to get HOA repairs completed, as noted on their termite report. The Board reviewed the information provided in the Calterm report and directed Management to contact the homeowner to advise the Board was unable to determine what portion of the damages and associated costs were dry rot versus termite damage, and the homeowner should consult with their service provider to submit a revised, more detailed report to provide the percentage of dry rot versus termite damage costs, to help the Board make their decision.

Termite Report Account #1009004201: The Board reviewed the inspection report prepared by Lighthouse Termite Control, submitted by the homeowner in the process of selling their property, asking the Association to take care of some wood repairs on their home that are noted in the report. The Board reviewed the information provided in the Lighthouse Termite Control report and directed Management to contact the homeowner to advise the Board was unable to determine what portion of the damages and associated costs were dry rot versus termite damage, and the homeowner should consult with their service provider to submit a revised, more detailed report to provide the percentage of dry rot versus termite damage costs, to help the Board make their decision.

Exterior Front Door Paint Responsibility: The Board reviewed a member's request to the HOA to paint their front door, following the installation of new hardware. Management was directed to remind the homeowner that prior to replacing the hardware on their front door, an architectural application for review and Board approval was required. Thus, in this situation, since the new hardware was the cause for the front door needing to be painted, this maintenance responsibility falls solely on the homeowner, and they must be sure to paint the front door the existing paint color.

NEXT MEETING: The next monthly HOA meeting was confirmed for Wednesday, April 17, 2019.

ADJOURNMENT: With no further business to come before the Board, the meeting adjourned at 8:20 pm.

ATTEST: _____

DATE: _____