

COWELL HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Thursday, August 23, 2018  
4498 Lawson Court, Concord, CA

**MINUTES**

**Present:** B. Collins; M. Weinmann; T Peterson; R. Ellenson; D. Glover

**Also Present:** R. Harris, CCAM and Stephen Sulyma of Collins Management

**1. EXECUTIVE SESSION**

At 6:45 PM Executive Session was called to order. The Board conducted two hearings with homeowners in attendance and discussed a painting violation as well as a front lawn violation.

**2. CALL TO ORDER - ROLL CALL/ADOPT AGENDA**

At 7:05 PM the Board meeting was called to order. It was moved and seconded (D. Glover/M. Weinmann) to approve the agenda as presented. Motion carried.

**3. MANAGEMENT REPORT**

The Board reviewed the Management Report.

**4. HOMEOWNERS OPEN FORUM**

The following seven homeowners brought concerns to the Board's attention, Heather Johnston, Bill Agnew, Dan Bertuleit, David Murray, Lynn Deckert, Nick Virgallito and Martin Ristad. The homeowners in attendance came to discuss concerns related to a legal matter revolving around a shed that has been built in a homeowner's backyard. The homeowners were concerned that the 2017 Rules Booklet changes related to sheds was not in compliance with the current governing documents. The homeowners were advised the issue was a legal matter that it is currently being handled and that no further details are available at this time. Homeowner Bill Agnew brought to the board's attention a home on Red Maple where construction had begun but that the material being used has changed and the work had ceased.

**5. APPROVAL OF MINUTES**

- It was moved and seconded (D. Glover/B. Collins) to approve the July 26, 2018, Open and Executive Session Minutes as amended. Motion carried.
- It was moved and seconded (M.Weinmann/B.Collins) to approve the August 2, 2018, Budget Meeting Minutes. Motion carried.

**6. RECREATION REPORTS**

• **Tennis and Clubhouse Reports**

○ **Clubhouse Report**

The Board reviewed the clubhouse report as prepared by Clubhouse Supervisor Stephen Sulyma.

○ **Tennis Report**

The Board reviewed the tennis report prepared by Thor Schreck.

**7. COMMITTEE REPORTS**

• **Activities Committee**

D. Glover's activities report was provided for the Boards review.

• **Architectural**

○ **Minutes**

The Board reviewed the Minutes of July 19, 2018. Due to lack of quorum M. Weinmann met with R. Harris in the business office on August 16, 2018 during business hours to review and approve the submitted architectural applications.

○ **Committee Membership**

M. Weinmann discuss with the board the lack of committee members for the architectural committee due to recent resignations. The Board is okay with a fast start process to approve three interested parties. M.Weimann to hold a training session with

the three homeowners to go over the process and responsibilities of a architectural committee member.

- **WCST**
  - **Report**  
D.Glover provided an update regarding the WCST financials. There will be no Fall clinic at Cowell HOA.
- **Landscape**
  - **Report**  
No report provided this month.
- **Communications**
  - **Report**  
The Board reviewed the Communications Committee report.
- **Facilities**
  - **Report**  
Report was provided and reviewed by the Board.
- **Rules.**
  - **Report**  
Nothing to report.
- **Safety and Security**  
The Board reviewed the draft Minutes from the July 17, 2018, meeting. B. Collins provided an update for the Wildfire Seminar, scheduled for October 14, 2018, which will include guest speakers from Firewise, NBS Insurance and the Concord Fire Marshall.
- **Scout Liaison**  
No Report.

#### 8. TREASURER'S REPORT

- **Treasurer's Report.**  
July 31, 2018, Financials were included in the Board packet for the Boards review.
- **Delinquency Report**  
The Board reviewed the Delinquency Report in Executive Session.
- **Lien Approval**  
A resolution to approve liens will be included in the September board packet for the board to approve.

#### 9. NEW BUSINESS

- **2018-2019 Budget**  
It was motion and seconded (D.Glover/M.Weinmann) to approve the draft budget with the amendment to the Tennis Income. Motion carried.
- **Pool Hours**  
The main pool will remain open through September. Depending on the weather the board will discuss the closure of the pool in September. Management was instructed to close the two side pools the day after Labor Day.
- **Preschool Structure**  
The board discussed the previously approved removal of the blue and white playground structure and the current legal liability. Management was instructed to have the structure removed as soon as possible.
- **Tennis Court Usage Proposal**  
The board denied the usage request from Northgate of the tennis courts.

#### 10. GOOD OF THE ORDER

- **Directors' Comments**
  - **R. Ellenson**  
Nice job to Barry for speaking during the townhall meeting.
  - **M. Weinmann**  
Would like to know about meeting with Collins Management. No need for detailed long-winded overviews of the committee reports. Noted that homeowners cannot add items to the agenda.
  - **D. Glover**  
Nothing at this time.
  - **T. Peterson**

Two comments, one the election/officer roles once the new board members are seated, there needs to be a discussion regarding the roles for each of the seats and member qualifications for each role. Suggest that all seats are discussed in the board meetings and not behind closed doors. Would like to see an end to backdoor conversations. Second comment regarding meeting with Collins Management would like to know what is was regarding, what was discussed and would like full transparency. Feels things are getting dark. "Makes me nervous". Request a written report from the President regarding the details of the meeting.

- **President's Report**

September committee chair positions to be discussed in the September meeting. Collins Management meeting went well. Waiting for follow-up from Paul Collins. Based on members desires for capitol improvements, thank the board for operating good all year.

**11. INFORMATIONAL/ANNOUNCEMENTS**

Task List, Map, Calendar, New Tenants Forms, all in the packet.

**12. MOTION TO ADJOURN**

It was moved and seconded (B. Collins /M.Weinmann) to adjourn to Executive Session at 9:10 pm. Motion carried. In this Executive Session, the Board discussed the earlier Hearing with the Homeowner, voted to assess Fines for continued violations and reviewed employee matters.

**BOARD CERTIFICATION**

I, Rich Ellenson Secretary  
Director's Name Office Held

**of the Cowell Homeowners' Association do hereby certify that the foregoing is a true and correct copy of the Minutes of the Cowell Homeowners' Association Board of Directors Meeting held on August 23, 2018, as approved by the attending directors.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date