

COWELL HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Thursday, September 27, 2018  
4498 Lawson Court, Concord, CA  
**MINUTES**

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

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

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

The meeting was called to order at 7:23 PM. It was moved and seconded (T. Peterson/M. Weinmann) to approve the agenda as presented. Motion carried.

**2. HOMEOWNERS OPEN FORUM**

Most of the homeowners who attended the Annual Membership Meeting attending the regular session however only two new speaker cards were turned in. Neil Simmons thanked management for getting his fines straightened out and the late fees waived. Homeowner requested the Board waive the fines from previous years for weeds and sidewalk repairs. Yard now looks great. Mike Hendershot stated he feels the Board should return the rules to the original policy pertaining to smaller tool sheds.

**3. APPOINTMENT OF OFFICERS**

- Mark Weinmann- President 2yr term
- Todd Peterson- Vice President 2yr term
- Rich Ellenson- Secretary 1yr term
- Donna Glover- Treasurer 2yr term
- Barry Collins- Director 1yr term
- Marc Buchanan- Director 1yr term
- Dave Stelter- Director 1yr term

**4. COMMITTEE ASSIGNMENTS**

- WSCT- To be appointed in October meeting
- Architectural- Dave Stelter, Chair
- Safety & Security- Barry Collins, Chair
- Landscaping- Todd Peterson, Chair
- Activities- Donna Glover, Liaison
- Communications- Rich Ellenson, Liaison
- Rules & Regulations- Donna Glover, Liaison

**5. APPROVAL OF MINUTES**

It was moved and seconded (M. Weinmann/ T. Peterson) to approve the August 23, 2018 Open and Executive Session Minutes and Special Executive Session held on September 6, 2018 as amended. 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**  
No report at this time.

**7. COMMITTEE REPORTS**

- **Activities Committee**
  - **Report**  
D. Glover's activities report was provided for the Boards review.
- **Architectural**
  - **Committee Membership**

It was Motioned and Seconded (M. Weinmann/ B. Collins to approve the three new committee members, Doug Esplund, Hadas Trost and Barbara Whysong to the Architectural Committee.

- **WCST**
  - **Minutes**

Minutes from the July 10, 2018, and August 7, 2018, committee meetings were provided for the Boards review.
  - **Report**

B. Collins provided updates regarding ongoing rumors about CHOAs feelings towards the WCST. They were told to put an end to the nonsense.
  - **Financials**

Moving forward Management to only enclose the PNL vs Actual in the board packet. Management will create a file on the OneDrive where all of the WCST financial reports will be saved.
- **Landscape**
  - **Report**

It was Motioned and Seconded (T.Peterson/R.Ellenson) to approve the tree trimming along Ygnacio for \$4600.00.
- **Communications**
  - **Report**

The Board reviewed the Communications Committee report.
  - **Board Email Addresses**

R.Ellenson will be working with each of the board members in setting up new Walnut Country email addresses. This will make things easier should there be any changes in the board.
  - **Collins/CHOA Website**

R.Ellenson and R.Harris will work on this together.
- **Facilities**
  - **Report**

Report was provided and reviewed by the Board. October agenda to include Current Electric's Quarterly Light inspection proposal. Main pool renovation. Management will work with Construction Management companies and send plan of action to the board once discussed with vendors.
- **Rules**
  - **Report**

Nothing to report.
- **Safety and Security**

The Board reviewed the draft Minutes from the August 21, 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. It was Motioned and Seconded (M.Buchanan/B. Collins) to approve a professional videographer to record the seminar for an amount NTE \$1500.00.
- **Scout Liaison**

Anita attending the meeting and explained if the Board cancels the support two boy scouts could not complete their eagle scout. 11 yrs. and older are allowed in the troop however they have had a hard time finding age appropriate scouts in CHOA. They are open to suggestions from the board.

## 8. TREASURER'S REPORT

- **Treasurer's Report**

August 31, 2018, Financials were included in the Board packet for the Boards review.
- **Delinquency Report**

The Board reviewed the Delinquency Report in Executive Session.
- **Resolution to Record Lien**

It was Motioned and Seconded (T.Peterson/B.Collins) to approve the resolutions for accounts 81798, 81404, 81745, 81719, and 81662.

## 9. NEW BUSINESS

- **Preschool Request**  
The Board feels the structure presented looks too large for the area. Request the preschool provide as built, more options to pick from, set back requirements be met and to supply a larger color photo. Secondary bid requested as well.
- **Board Email Communication & Direction to Contractors/Serves**  
The Board discussed the proper process regarding communication. Would like to follow a process.
- **Rule Change/Potential CC&R Conflict**  
CHOA Attorney, Paul Windust provided a statement regarding sheds and the recent homeowner concerns related to changes in the Rules. The statement explaining there to be no contradiction in the Rules against the CC&R's was provided in the statement read by M. Weinmann.
- **Clubhouse Holiday Decorations**  
It was Motioned and Seconded (D. Glover/R.Ellenson) to approve the proposal from Christmas Light Pros to purchase and install C7 LED bulbs at the two entrances, along the iron perimeter fence to the clubhouse and the two trees at the clubhouse walkway for a cost NTE \$3,000.00. Opposed M. Buchanan.

**10. GOOD OF THE ORDER**

- **Directors' Comments**
  - **R. Ellenson**  
Thinks the Board seats should not be assigned but moved around to give everyone a chance to view each other. Would like Management to sit next to the President.
  - **B. Collins**  
No comments.
  - **Marc Buchanan**  
Stated this should be a professional board handling business and not treating this as a boy's club. Upset to see things have went downhill since his last term on the board. Would like to see things get back to where they should be. Disappointed he did not have a copy of the board packet.
  - **Dave Stelter**  
Thanked Rhi for providing all of the BOD information reading material and ethics policy.
  - **D. Glover**  
Thanked Barry for his term as President.
  - **T. Peterson**  
Welcome new members.
  - **President's Report**  
Thanked Barry for his term as President. Agreed with Marcs comments.

**11. INFORMATIONAL/ANNOUNCEMENTS**

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

**12. MOTION TO ADJOURN**

It was moved and seconded (T. Peterson /D. Glover) to adjourn to Executive Session at 9:43 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 September 27, 2018, as approved by the attending directors.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date