

COWELL HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
Thursday, October 25, 2018
4498 Lawson Court, Concord, CA

MINUTES

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

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

1. EXECUTIVE SESSION

At 6:45 PM The 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 and vehicle registration.

2. CALL TO ORDER - ROLL CALL/ADOPT AGENDA

At 7:03 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

Homeowner Rich Peterson attended the meeting to let the Board know he disagrees with the decision for non-reimbursement of his request for \$18.00 for repairs to his fence. He also stated the painting on his home was already completed. Homeowner Cherree Peterson thanked the Board for their services and commented that the recommendation to have the deep cleaning of the clubhouse was a great idea. She would like to see the original firehouse doors refinished and possibly inserting antique mirrors in place of the panels. Feels this would look great and recognizes some original charm of the HOA. She felt the amount of printing colored inserts in the monthly Signal to be a waste of money. Additionally, she wanted to give CHOA kudos for the Five Stars given by the Fire Marshall in the Wildfire Seminar. She brought questions to the Board in regards to the requirements and clarity of what the responsibilities will be to the HOA regarding Firewise. Would like a better understanding of what exactly Firewise is, should the homeowners have a say if the HOA pursues certification, what happens if the homeowners refuse to participate etc. Homeowner Craig Louie wanted to introduce himself to the Board as the incoming WCST Director. Homeowner Bill Agnew wanted to say the election process was unusual. Made mention of a lady a few years ago serving for only 1 day and resigning. Did not like seeing Mitch leave the Board and would like to see new blood on the Board.

5. APPROVAL OF MINUTES

It was moved and seconded (D.Stelter/B. Collins) to approve the September 27, 2018, Annual, Open and Executive Session Minutes as amended. Motion carried.

6. RECREATION REPORTS

Clubhouse Report

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

7. COMMITTEE REPORTS

- **Activities Committee**
D. Glover's activities report was provided for the Board's review.
- **Architectural**
The Board reviewed the Minutes of September 20, 2018.
- **WCST**
 - **Report**
 - **Committee Chair Appointment**
The Board appointed Marc Buchanan as WCST Chairman.
- **Landscape**
The Board reviewed the Landscaping Committee report.
- **Communications**
Report was provided and reviewed by the Board.
- **Facilities**
 - **Report**
Report was provided and reviewed by the Board.

- **Main Pool Closure Date**
The Board directed Management to have the main pool closure take place on November 5, 2018.
- **Rules.**
Nothing to report.
- **Safety and Security**
 - **Minutes**
The Board reviewed the draft Minutes from the September and October 2018 meetings.
 - **Firewise Update**
B. Collins addressed some of the concerns brought up during the Homeowner Forum for the homeowners stating there is no cost to the HOA, Firewise is an informational training as to what owners can do, why would anyone not want to educate the homeowners. This is an overall “educational program”.
- **Scout Liaison**
No Report.

8. TREASURER’S REPORT

- **Treasurer’s Report**
September 30, 2018, Financials were included in the Board packet for the Board’s review.
- **Delinquency Report**
The Board reviewed the Delinquency Report in Executive Session.
- **Lien Approval**
No liens to approve in this meeting.

9. NEW BUSINESS

- **November/December Board Meeting**
The Board agreed due to the holidays there would be no November Board meeting and the December Board meeting to be held on Thursday, December 6, 2018.
- **Preschool Playground Structure Request**
Preschool Director Linda Hillman attended the meeting and addressed the Board. She requested CHOA pay for half of the replacement playground structure for a total budget of \$14,000. Half of total cost to be paid by CHOA. It was motioned and seconded (D.Glover/M.Weinmann) to approve for CHOA to pay for half of the cost as well as listing CHOA as the owners of the equipment and notating that should the Preschool ever leave the structure shall stay on the premises. Motion carried by a vote of four yea (D.Glover, M.Buchanan, B. Collins and D. Stelter) one nah (R.Ellenson) and two abstained (T.Peterson and M.Weinmann).

10. GOOD OF THE ORDER

- **Directors’ Comments**
 - **B. Collins:** I am concerned with the demeanor and decorum of the board in recent months. While opinions and beliefs may vary, respect and cordial behavior must remain a top priority for all directors. Verbal and disrespectful attacks towards fellow board members or members attending meetings are unacceptable and cannot be tolerated. Transparency cannot be a buzz word used to fit a specific argument or concern, but rather consistent for directors regardless of position held. There is no room for egos and power trips on a successful board or committee, if is to operate smoothly and effectively. I remind the Board that everyone here is a volunteer giving of their time and committed to doing the right thing for the Association. Yes, this is a business and that must certainly be the focus, but we must remember it is people running the business and their time and commitment is the reason the business is running well. I plan on continuing to serve this Association as long as I feel this board operates with teamwork, approachability, and a genuine desire to serve its members with respect and professional demeanor.
 - **D. Stelter:** No Comments.
 - **M. Buchanan:** Code of Ethics Reminder. Goal of joining the Board is to get rid of the “good old boys club” vibe. Set new goals this year like SOPs. Nothing is too small. Directors have the right to address certain issues. There is no documentation if someone has a meeting. The member is responsible for reporting to the rest of the Board full documentation within 48 hours. Should be knowledgeable for clarity for everyone. What happened in the past few months needs to be.
 - **T. Peterson:** No Comments.

- **R. Ellenson:** Security was late to the meeting. Member to let him know if they are having issues with email or Onedrive. Reminder that all Board talk should be business, this is a volunteer position. The Board should take a step back before accusing other members and in a politer way address all matters with each other. Civil discourse should be the way. Does not want things to deteriorate to the point of Board members voting according to personal issues.
- **D. Glover:** Agree with all the other Director's comments. Atmosphere displayed at last month's board meeting was unprofessional and quite hurtful. Told comments were not personal, strictly business, left meeting seriously wondering whether to continue on this board that is so obviously split apart. Wrote resignation letter. Noticed during last 3 months there seems to be an undercurrent between people sitting around this table. All volunteers elected by residents and need to show respect for each other. Community has traditions not just dollars and cents. Has committed to work the CHOA activities through the end of the year.
- **President's Report:** Has reached out to everyone and would like to keep the line of communication open. Good work to S & S to get high turnout at the Wildfire Seminar. Will be attending each committee meeting in the coming months to get up to speed. Would like to see the Board meet to focus on short term/long term plans to better work together. Need to find the right balance as Board members, it is our fiduciary responsibility.

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/ D.Stelter) to adjourn to Executive Session at 10:15 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 October 25, 2018, as approved by the attending directors.


 Signature

2/11/19
 Date

