

# Notice of Meeting

*of the*

## Cowell Homeowners Association, Inc.

### Board of Directors

*on*

**December 3<sup>rd</sup>, 2020 at 7:00pm**

*via video/teleconference*

*Due to the Coronavirus/COVID-19 concerns and governmental “shelter in place” orders, this meeting will be held via teleconference. We will utilize the Zoom app, and homeowners can join via the Zoom software on any computer, iOS, or Android device. Homeowners are also able to call in using a phone by dialing the number below. Comments during the Open Forum will be taken in real time from those joining via Zoom directly. If you are unable to join via Zoom but would like to submit a comment for the Board, please email it to [businessoffice@walnutcountry.com](mailto:businessoffice@walnutcountry.com) no later than 3:00pm on the day of the meeting.*

*The Board will be meeting in Executive session at 6:00 pm to discuss litigation, contract formation, member discipline, personnel issues, payments plans and collections or foreclosures. As a reminder, Executive Session meetings are closed to the membership per Civil Code §4935 due to the sensitive nature of the items discussed.*

#### **If Joining Using Zoom (App or Software)**

*Zoom Link:* <https://zoom.us/j/95193432247>

*Passcode:* 979626

#### **If Joining by Phone**

*Phone:* 669-900-9128

*Meeting ID:* 951 9343 2247

*Passcode:* 979626

# Board Meeting Agenda

- I. **Call to Order**
- II. **Homeowner's Open Forum**
- III. **Approval of Minutes**
  - a. Minutes from the October 22<sup>nd</sup>, 2020 Annual Meeting
  - b. Minutes from the October 22<sup>nd</sup>, 2020 Board of Directors Meeting
- IV. **Reports**
  - a. Committee/GM Reports
- V. **Financials**
  - a. Treasurer's Report
  - b. Delinquent Accounts/Record Lien Approval (if needed)
  - c. Financials as of October 2020
- VI. **New Business/Action & Discussion Items**
  - a. 2020 Financial Audit – CPA Engagement Letter
  - b. Landscape Care 2021 Contract Addendum
  - c. Preschool Retaining Wall Repairs
  - d. Common Area Tree Care & Maintenance Discussion
  - e. Main Pool Removal/Repairs Project
    - i. Notes from Walk/Discussion
    - ii. Project Spreadsheet
    - iii. Sun Pointe Pool Inspection Report
    - iv. Retaining Wall Inspection Proposal
    - v. Proposal to Reconfigure Exercise Room
  - f. Association Key Policy Discussion
  - g. 2021 Reserve Items Discussion
- VII. **Standing Items**
  - a. Rental Requests
  - b. Association Committees
    - i. Architectural Committee Appointments
  - c. Late Fee Waiver Requests
- VIII. **Good of the Order – Director Comments**
- IX. **Adjournment**

**The Board will be meeting in Executive session at 6:00pm to discuss legal issues, contract formation, member discipline, personnel issues, payment plans and collections or foreclosures, including but not limited to the following items:**

- a. Association Employees and Third-Party Contracts