

COWELL HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Thursday, May 24, 2018  
4498 Lawson Court, Concord, CA

**MINUTES**

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

**Also Present:** R. Harris and P. Magee, of Collins Management

1. **EXECUTIVE SESSION** at 6:44 PM. In this Executive Session, the Board conducted a Hearing with a Homeowner in attendance and discussed a potential legal issue.
2. **CALL TO ORDER - ROLL CALL/ADOPT AGENDA** at 7:09 PM. It was moved and seconded (M. Weinmann/T. Peterson) to approve the agenda as presented. Motion carried.
3. **MANAGEMENT REPORT.** The Board reviewed the Management Report.
4. **HOMEOWNERS OPEN FORUM**  
There were five homeowners in attendance. Bill Agnew asked about the possibility of approving pickle ball within the HOA. David Murray requested a lap lane in the main pool be considered. Rishi Chopra requested the Board look into electronic access to the gym with long gym hours.
5. **APPROVAL OF MINUTES**
  - It was moved and seconded (M. Weinmann/B. Collins) to approve the April 23, 2018 Open and Executive Session Minutes as amended.
6. **RECREATION REPORTS**
  - **Tennis and Clubhouse Reports**
    - **Clubhouse Report.** The Board reviewed the Clubhouse report as prepared by Clubhouse Supervisor Stephen Sulyma.
    - **Tennis Report.** Tennis Coach Thor Schreck presented his report and findings with the owner vs resident use and fees paid. The Board would like Thor to provide the processes for reporting so the Board and Captains know the process as well as moving forward to make sure residents are being check to confirm they are in good standing with the HOA.
7. **COMMITTEE REPORTS**
  - **Activities Committee**
    - **Report.** D. Glover provided an update on the wine event which had a 39% no-show, the highest percentage ever. Moving forward the number of no-shows will be looked into further and the possibility of denying access to activities to repeat no-show abusers.
    - **Concert on the Belt.** M. Weinmann provided an update for the event, stating everything is on track. The Board decided against posting large banners at the entrances of the property to promote advertisement of the event.
  - **Architectural.**
    - **Minutes.** The Board reviewed the Minutes of May 17, 2018. M. Weinmann will work with the Architectural Committee to review approvals for sheds more closely to ensure the process is tightened up. Committee to look into inspections of completed work to be added as a process of approval.
  - **WCST.**
    - **Report.** The Board reviewed the WCST report as prepared by Committee Chair M. Kopp. Reported the recent new hiring of a new Deck Coach to assist and updated the Board on the upcoming menu for the Concert on the Belt the WCSW will be selling to attendees.
  - **Landscape.**
    - **Committee did not have a meeting, no report to be presented at this time.**

- **Communications.**
  - **Report.** The Board reviewed the Communications Committee report that was presented in the addendum.
- **Facilities.**
  - **East Pool Update.** All three head lifeguards have been hired as well as two lifeguards for the pool season. Two additional applications have been provided and are being reviewed at this time.
- **Rules.** No Report.
- **Safety and Security.**
  - The Board reviewed the draft Minutes from the June 19, 2018 meeting.
- **Scout Liaison**
  - No Report.

## 8. TREASURER'S REPORT

- **Treasurer's Report.** D.Glover provided an update on the financials and upcoming CD's. Everything is looking good. Next will be working on the preparing of the upcoming budget approval in August.
- **Delinquency Report.** The Board reviewed the Delinquency Report provided in the addendum.
- **Lien Approval.** There were no new Liens to approve.
- **Collectability Profile Approval.** There were no new Collectability Profiles to approve.
- **Small Claims Approvals.** There were no new Small Claims to approve.

## 9. NEW BUSINESS

- **Preschool Lease Renewal:** Moved to Executive Session
- **Preschool Playground Inspections and Equipment:** It was moved and seconded (M.Weinmann/T.Peterson) to have the blue and white playground structure to removed per the inspection report.
- **New Business Office Hours:** It was moved and seconded (D.Glover/B.Collins) to change the Business Office hours to 9-5pm Monday thru Friday.

## 10. GOOD OF THE ORDER

- **Address Homeowner Issues Raised in Forum.** D.Glover would like to investigate adding pickleball to the HOA. T.Peterson recommended adding this to the resident survey before moving forward. R.Ellenson will work on the survey for the June meeting. R.Ellenson will work with Stephen on the possibility of installing electronic access to the gym. Moving forward the General Manager will be responding to all resident who attend the Board meetings and complete speaker card in writing either via email provided or letter by mail thanking them for their attendance and the outcome of the Board discussion regarding any items they bring to the Boards attention.
- **Directors' Comments**
  - R. Ellenson: Thanked Pat Magee for his service to the HOA. Brought to the Boards attentions that during his attendance at the recent HOA Law Seminar it was mentioned the violations greater than 5 years has a statue of limitations if not previously reported.
  - M. Weinmann: Apologized for a outburst during meeting. Suggested a HOA calendar to be placed in the board packet to help monitor all of the items on the meetings agendas.
  - D. Glover: Thanked Pat Magee for his contributions to the community.
  - T. Peterson: Thanked Pat Mcgee for his service. Recommended the Board start talking away residence access to events if they RSVP and miss more then three. Commented that the shed process needs to be tightened up. Regarding the shed issue he would like to see ownership for the oversight. Enforcement needs to be tightened up and would like to see follow thru by the Architectural Committee.
  - M. Kopp: Wine event was great. Suggest HOA investing in a few cocktail tables for those who like to stand.
  - President's Report: There are openings for the upcoming election. Three incumbents up for re-election and would like to know from them if they would like to rerun for the Board. There are two potentials who would likely want to be involved. Deadline will be July 15<sup>th</sup>

this year. Safety & Security letter campaign to be solicited to the community to press Concord PD regarding the traffic violations that continually effect the HOA.

**11. INFORMATIONAL/ANNOUNCEMENTS**

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

**12. MOTION TO ADJOURN.** It was moved and seconded (M. Weinmann /T. Peterson) to adjourn to Executive Session at 9:13 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, Donna Glover 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 May 24, 2018 as approved by the attending directors.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date