

COWELL HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
Thursday, May 23, 2019
4498 Lawson Court, Concord, CA

MINUTES

Present: M. Weinmann; R. Ellenson (arrived at 7:20 pm); D. Glover; D. Stelter; M. Buchanan; B. Collins

Absent: T. Peterson

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

1. EXECUTIVE SESSION

At 6:48 PM the Executive Session was called to order by the Board President.

2. CALL TO ORDER - ROLL CALL/ADOPT AGENDA

At 7:01 PM the Board meeting was called to order. It was **MSC** to approve the agenda. Motion carried.

3. GUEST SPEAKER: Kathy Woofter of CCFPD spoke to the Board regarding defensible space and maintenance throughout the HOA and surrounding areas. She mentioned she is on the Diablo Fire Safety council as well. She stated CHOA does a wonderful job every year making sure the grounds are fire safe and that CHOA is not a high priority hazard zone. She and the GM do annual property checks of the HOA grounds and will be doing this year's inspection in the upcoming months.

4. HOMEOWNERS OPEN FORUM

Homeowners in attendance shared questions and concerns with the Board; one regarding the possibility of building a coffee café on the greenbelt that residents could walk to and enjoy. Another homeowner encouraged the HOA to participate in Firewise USA. There was an interest in the outdoor shower at the main pool having a safety bar and a request for the pool chairs to be higher to accommodate those who have a hard time sitting in the low to the ground chairs that are currently at the pools. Another homeowner thanked the Board for the new pickleball courts. The same homeowner stated that the amount of work the Board deals with and is involved in is an overload and more homeowners in the community need to start volunteering, if people do not volunteer the events need to be cancelled. It was also mentioned that the WCST season has started and has a lot of new swimmers and is running smoothly.

5. MANAGEMENT REPORT

The Board reviewed the Management Report.

6. APPROVAL OF MINUTES

It was **MSC** to approve the April 25, 2019, regular meeting minutes. Management was asked to amend the March 28, 2019, executive minutes and include them in the June Board packet for review and approval along with the April 25, 2019, executive minutes once the Board Secretary makes amendments per the Boards request.

7. RECREATION/COMMITTEE REPORTS

The Board reviewed all of the recreation and committee reports provided in the Board packet. It was mentioned that at the wine event children were present. Next year it will be enforced that the wine event is an adult only event. Homeowners said they liked having Board members pour to allow for an opportunity to meet individual members of the Board. The April minutes reflect a homeowner comment that CHOA pays volunteers. CHOA does not pay volunteers, and only gave \$5 appreciation gift cards during the two large events CHOA puts on for those who volunteer to help with the cleanup on the property. Volunteers are needed for the stage breakdown for the concert on the belt event. The Board had no objections to signs at the entrances for the event.

8. FINANCIAL REVIEW

• **Treasurer's Report**

The April 30, 2019, financials are saved on the OneDrive for all Board members to access and review. It was **MSC** to approve the monthly financials. The Board made mention of the state/federal tax increase which was due to the percentage increase for the year per the CPA.

• **Delinquency Report**

The Board reviewed the Delinquency Report in Executive Session.

• **Lien Approval**

No liens to approve in this meeting.

9. NEW BUSINESS

- An architectural request to approve a new roofing material was denied by the Board.
- Solar for the clubhouse was discussed by the Board. Management was asked to find out from the solar companies if it would be possible to place the solar panels on the pool deck roof or a standalone on the greenbelt.

10. INFORMATIONAL/ANNOUNCEMENTS

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

11. MOTION TO ADJOURN

It was **MSC** to adjourn to Executive Session at 8:30 PM.

12. EXECUSTIVE SESSION SUMMARY

The Board held an Executive Session to discuss disciplinary hearings, formation of contracts for new vendors, personnel and legal matters. Management was directed by the Board to have legal counsel email the WCST Executive Committee a letter explaining the exclusive use to the association’s pool and the future use of the facilities in advance of the scheduled May 30th meeting for review because the committee has declined the attempts to meet and go over all of the findings and information. In addition, due to potential liability, Management was directed to notify the WCST of financial control changes that would need to take place immediately.

BOARD CERTIFICATION

I, Richard 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 May 23, 2019, as approved by the attending directors.

Signature

Date