

COWELL HOMEOWNERS ASSOCIATION, INC.

Open Session Board of Directors Meeting • Thursday, September 22nd, 2022

BOARD MEETING MINUTES

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| Board Members Present | Mike Kindorf Edward Baluta Brian Beckon Rebecca D'Lima Ken Dixon Sandeep Singh | President Treasurer Secretary Director at Large Director at Large Director at Large |
| Board Members Absent | Mike Cannon Jason Moore | Vice-President Director at Large |
| Others in Attendance | Bill Mazza of Common Interest Management Services | |
| Meeting Location | Teleconference | |

CALL TO ORDER

The meeting was called to order at 7:00pm. It was determined that a quorum was present.

HOMEOWNER'S OPEN FORUM

The Homeowner's Open Forum was held for those in attendance.

APPROVAL OF MINUTES

A motion was made and seconded to approve the minutes from the August 25th, 2022 Board of Directors Meeting. **The motion carried.** Director Singh abstained as he was not present for this August meeting.

COMMITTEE REPORTS

Committee Chair Dixon provided the Board with an update from the most recent Architectural Committee meeting, and the Landscape Committee Chair provided an update on their current projects. The Board was also given the General Manager's report detailing ongoing projects and any noteworthy property updates.

TREASURER'S REPORT & FINANCIAL REVIEW

Item: Treasurer's Report

The Treasurer's Report was provided to the Board.

Item: Financials as of August 31st, 2022.

The Board received and reviewed the Association's financials dated August 31st, 2022.

NEW BUSINESS / ACTION & DISCUSSION ITEMS

Item: IRS Revenue Ruling 70-604 Resolution

Because a quorum of the Membership was not met during the Annual Meeting of the Members, no motion could be made by the Members regarding IRS Revenue Ruling 70-604. As such, the Board indicated that this item would then be discussed at the subsequent Open Meeting.

A motion was made and seconded to approve rolling over any excess member income (as defined by the IRS) from the current tax year to the next tax year per IRS Revenue Ruling 70-604. **The motion carried unanimously.**

Item: Main Pool Schedule

Historically, the pools have closed for the winter in the fall; the Main Pool was covered, the heaters turned

off, and the gates locked so no residents could access the pool deck or pool bathrooms during this time. Earlier this year, a key fob entry system was installed at the gym, so that residents could access the gym from the pool deck, outside of standard Clubhouse operating hours.

A motion was made and seconded to turn off the Main Pool heaters on November 1st, 2022 but to leave the Main Pool open and uncovered so that the bathrooms and gym may still be accessed during normal hours of 7am to 8pm during the winter. **The motion carried unanimously.**

The intent behind this motion is to allow the bathrooms to remain accessible through the winter, and for the extended gym hours to remain since the gym can be accessed from the pool deck, independent of the Clubhouse. The Main Pool will remain open but will not be heated from November 1st into early spring of 2023. The Main Pool will not be covered during this time.

Item: South Slope Well Discussion

The Board reviewed its options for the South Slope well, which is currently not functional. No action was taken at this time as the Board would like to see additional information related to the effectiveness of the fescue grass removal project on overall water usage, once that project is complete. In the meantime, management will work with the pump/well vendor to try to adjust the control panel settings so that district water can be used to keep the water tank full, to prevent the wood from drying out and becoming permanently damaged.

Item: City of Concord Thanksgiving 5k Run Course Update

A motion was made and seconded to approve the city of Concord's updated course request for their Thanksgiving 5k Turkey Trot. **The motion carried unanimously.**

The new course will enter the Association Common Area from Black Walnut Ct, head west, then south, exiting from the end of Sweet Shrub Ct.

Item: Drinking Fountains by the Tennis Courts

The Board continued the discussion regarding the drinking fountain by tennis courts #3 and #4, which continues to be packed with sand, clogging the drain. The Board indicated that it believes installing a small hose bibb by the playground might solve this problem, as it appears the sand is left over from kids filling up buckets with water to bring back to the playground to build sandcastles. Management will work with the landscapers to install a small hose bibb.

The Board also indicated that, given this new information, there is likely no need for a specialty drinking fountain like those previously presented; a like-for-like replacement should suffice. Management will obtain bids for getting this drinking fountain replaced with something similar in style.

Item: Rental Request Procedures

The Board discussed potential legal issues related to its responsibility to approve all requests from homeowners to rent their property, per Article II, Section 14 of the CC&Rs. A motion was made and seconded to obtain a legal opinion regarding the Board's ability to deny a homeowner's rental request per Article II, Section 14 of the CC&RS with a Not to Exceed (NTE) of \$2,000. **The motion carried unanimously.**

Item: Memorial Plaque Discussion

The Board discussed its options related to memorial policies and memorial plaques on the Common Areas. No action was taken at this time. The Board will continue this discussion and exploring options available at future meetings.

Item: Clubhouse Bathroom Discussion

The Board discussed the possibility of upgrading or renovating the upstairs Clubhouse bathroom, which only provides a single toilet for all residents and guests. The Board would like management to work with vendors to see what is possible in this space, and to come up with some concepts that might be turned

into requests for proposals.

STANDING ITEMS

Item: Rental Requests

No action taken.

Item: Association Committees

No action taken.

Item: Late Fee Waiver Requests

No action taken.

Item: Good of the Order / Director's Comments

The Good of the Order / Director's Comments portion of the meeting was held for those in attendance.

MOTION TO ADJOURN

There being no further business and no objections, a motion was unanimously carried to adjourn the meeting at 9:11pm.

EXECUTIVE SESSION SUMMARY

Per Civil Code § 4935(e), any matter which was discussed in Executive Session must be generally noted in the minutes of the immediately following open Board meeting.

The Board of Directors met in Executive Session on September 22nd, 2022 to discuss the Walnut Country Swim Team lease agreement and 2023 rent for Walnut Country Preschool.

BOARD CERTIFICATION

I do hereby certify that the foregoing is a true and correct copy of the Minutes of the Cowell Homeowners Association Board of Directors meeting as approved by the attending Directors.

M. KINDORF

Director's Name

BOARD PRESIDENT

Office / Position

M. Mc

Signature

31 OCT 2022

Date