

# COWELL HOMEOWNERS ASSOCIATION, INC.

Open Session Board of Directors Meeting • Thursday, December 7<sup>th</sup>, 2023

## BOARD MEETING MINUTES

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

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### CALL TO ORDER

The meeting was called to order at 7:01pm. 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 October 26<sup>th</sup>, 2023 Board of Directors meeting. **The motion carried unanimously.**

### COMMITTEE REPORTS

The Board was provided with the General Manager's report detailing ongoing projects and noteworthy property updates.

The Board reviewed the minutes from the most recent Events Committee meetings.

### TREASURER'S REPORT & FINANCIAL REVIEW

#### **Item: Treasurer's Report**

The Treasurer's Report was provided to the Board.

#### **Item: Financials as of October 2023**

The Board received and reviewed the Association's financials dated October 31<sup>st</sup>, 2023.

### NEW BUSINESS / ACTION & DISCUSSION ITEMS

#### **Item: Clubhouse Rental Availability Discussion**

The Board discussed concerns over Clubhouse availability due to frequent weekend private reservations. A motion was made and seconded to update the *Clubhouse Rental Agreement* so that the Game Room is only available as an option for Saturday reservations unless otherwise approved by the Board. **The motion carried.** Director D'Lima opposed.

A motion was made to increase the rental rate for the Game Room from \$50.00 to \$150.00. The motion died as there was no second.

A motion was made and seconded to increase the rental rate for the Game Room from \$50.00 to \$200.00. **The motion carried unanimously.**

The Board indicated that it would like to revisit this item in early Spring of 2024, and that the Association will honor the prices of all existing reservations.

**Item: Petty Cash Bank Account for HOA Events**

A motion was made and seconded to establish a separate bank account with a debit card and checks to be managed by Gloria Birch (the Responsible Party) for the purpose of Association activities and events. The initial deposit will be \$5,000.00 at the beginning of the 2024 fiscal year. Gloria Birch has the authority to approve purchases using a debit card or check. This account will be replenished as needed in an open Board of Directors Meeting in accordance with the approved Association Activities & Events budget. **The motion carried unanimously.**

**Item: Main Playground Surface Discussion**

The Board discussed a recent safety inspection report for the Main Playground, specifically the condition of the sand and poured-in-place rubber flooring. The Board directed the General Manager to continue obtaining bids for resurfacing and for vendors to consider two scopes of work:

1. An approximate 50/50 split of sand and rubber flooring materials
2. Replacing the entire playground area with sand

**Item: Electronic Delivery Program**

A motion was made and seconded to approve an Electronic Delivery Program presented by Common Interest Management, which would allow homeowners to opt-in to receive most HOA notices via email. **The motion carried unanimously.**

Cost for this program includes a \$1,750.00 one-time setup fee and a monthly fee of \$225.00.

**Item: Main Pool Rebuild Discussion**

A motion was made and seconded to approve the proposal from Avelar Inc. to perform an inspection/assessment of all Main Pool components and to prepare preliminary design documents based on this report in the amount of \$26,100.00. **The motion carried unanimously.**

The Board directed management to strike any language in the contract regarding a spa or hot tub before obtaining a signature.

STANDING ITEMS

**Item: Rental Requests**

No action taken.

**Item: Association Committees**

A motion was made and seconded to appoint Cinda Mah to the Events Committee. **The motion carried unanimously.**

**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 8:54pm.

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 December 7<sup>th</sup>, 2023 where it discussed a reimbursement assessment hearing related to the theft of an electric strike at the East Pool, performed a review of multiple violation notices that had been queued by the Architectural Committee, and hired a new Clubhouse Staff member.

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. Kindorf

Signature

01 JAN 2024

Date