

# COWELL HOMEOWNERS ASSOCIATION, INC.

Open Session Board of Directors Meeting • Thursday, October 24<sup>th</sup>, 2024

## BOARD MEETING MINUTES

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<b>Board Members Present</b>	Mike Kindorf Edward Baluta Brian Beckon Jason Moore Rebecca D'Lima	President Treasurer Secretary Director at Large Director at Large
<b>Board Members Absent</b>	Ken Dixon	Vice President
<b>Others in Attendance</b>	Bill Mazza of Common Interest Management Services	
<b>Meeting Location</b>	Cowell Homeowners Association, Inc. Business Office 4498 Lawson Ct, Concord CA 94521	

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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 September 4<sup>th</sup>, 2024 Board of Directors meeting. **The motion carried.** Director Moore abstained as he was not present for this meeting.

A motion was made and seconded to approve the minutes from the September 23<sup>rd</sup>, 2024 Board of Directors meeting. **The motion carried unanimously.**

A motion was made and seconded to approve the minutes from the September 26<sup>th</sup>, 2024 Annual Meeting of the Members. **The motion carried.** Directors Beckon and Moore abstained as they were not present for this meeting.

A motion was made and seconded to approve the minutes from the September 26<sup>th</sup>, 2024 Board of Directors meeting. **The motion carried.** Directors Beckon and Moore abstained as they were not present for this meeting.

A motion was made and seconded to approve the minutes from the September 30<sup>th</sup>, 2024 Board of Directors meeting. **The motion carried.** Director Moore abstained as he was not present for this meeting.

### COMMITTEE REPORTS

The Board was provided with the General Manager's report detailing ongoing projects and noteworthy property updates, as well as a summary of the most recent Architectural Committee meeting.

### TREASURER'S REPORT & FINANCIAL REVIEW

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

The Treasurer's Report was provided to the Board.

#### **Item: Financials as of September 2024**

The Board received and reviewed the Association's financials dated September 30<sup>th</sup>, 2024.

## NEW BUSINESS / ACTION & DISCUSSION ITEMS

### **Item: Councilwoman Nakamura Clubhouse Q&A**

Concord Councilwoman Laura Nakamura, along with homeowner Ian Wetherell, have proposed holding a second question and answer session at the Association Clubhouse, this time with a discussion centered around the city's ongoing Affirmatively Furthering Fair Housing rezoning project. A motion was made and seconded to approve a Q&A session at the Clubhouse with Councilwoman Laura Nakamura on the evening of November 6<sup>th</sup>, with homeowner Ian Wetherell hosting as emcee, and making the event open to all Concord residents. **The motion carried unanimously.**

### **Item: Corporate Transparency Act**

The Board discussed the newly enacted Corporate Transparency Act (CTA) and its potential impact on Homeowners Associations. The Board also reviewed a newly proposed program from Common Interest Management Services that would handle the necessary CTA filing on behalf of the Association. A motion was made and seconded to opt out of Common Interest Management Services' CTA filing program, and for Secretary Beckon perform all CTA filing on behalf of the Association, listing those officers included on Form SI-100, filed with the Secretary of State, as Beneficial Owners of the Association. **The motion carried unanimously.**

### **Item: Signal Advertising Rates & Distribution Frequency**

The Board discussed the current rates for advertising in the *Signal*. A motion was made and seconded to approve an additional *Signal* text-only advertisement option with a maximum of 100 words for a rate of \$50.00. **The motion carried unanimously.**

### **Item: Wading Pool Repairs**

The Board reviewed a proposal from Picture Perfect Pool Services to repair a reported leak at the Main Pool's smaller wading pool. It is a small leak that pulls in air and causes some suction in the lines, which could potentially damage the wading pool pump and heater. These components are all scheduled to be replaced during the Main Pool repair project currently scheduled for 2026.

No action was taken at this time and the item was tabled. The Board directed management to discuss options like draining the wading pool over the winter with the pool vendor, as a means of extending the lifespan of its components.

### **Item: Clubhouse Cable TV Service**

The Board discussed the current TV and internet services at the Clubhouse. The Association pays roughly \$95/mo for cable TV at the Clubhouse, which is used infrequently. A motion was made and seconded to terminate cable TV services at the Clubhouse effective immediately. **The motion carried unanimously.**

The Board directed management to look into purchasing a device like a Roku for residents to use whenever they would like to watch something on TV.

### **Item: Clubhouse Energy Consulting Services**

The Board discussed options for a Clubhouse energy audit, as a response to the Clubhouse meter's consistently expensive gas and electricity bills. The Board directed management to reach out to MCE to see if they could perform a no-cost energy audit of the building.

A motion was made and seconded to delegate approval authority to enlist a third party to perform an energy audit of the Clubhouse building with a Not to Exceed (NTE) of \$2,000.00 to Director Baluta. **The motion carried unanimously.**

### **Item: Main Pool Repair Project Update**

Tyler Mourelatos of Avelar provided the Board with an updated regarding the gap in time between the completion of the ADA evaluation and the starting date of construction documents. No action was taken at this time.

STANDING ITEMS

**Item: Rental Requests**

No action taken.

**Item: Association Committees**

No action taken.

**Item: Late Fee Waiver Requests**

No action taken.

**Item: Tennis Pro Clinic 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 8:22pm.

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 has not met in Executive Session since the last meeting noted in the September 26<sup>th</sup>, 2024 Open Session meeting minutes.

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.

<u>M. KINDORF</u>	<u></u>
Director's Name	Signature

<u>BOARD PRESIDENT</u>	<u>12.23.2024</u>
Office / Position	Date