

# VILLANITAS HOMEOWNERS ASSOCIATION

## REGULAR MEETING OF BOARD OF DIRECTORS

### MINUTES

August 12, 2020

**Directors Present:** D. Martin, M. Grimes, C. Moser, P. Moulds and E. Jackson

**Directors Absent:** None

**Others Present:** D. Walters of Elite Community Management and two owners

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### CALL TO ORDER

Michael Grimes, Vice President, called the meeting to order at 6:19 p.m. by teleconference.

### HOMEOWNER FORUM

One owner was present to inquire about the possible extension for heating of the pool due to the current limits on other activities and increased usage of the pool.

Hearings – 441 Raphael, 1543 Valleda, 1602 Valleda, and 1556 Valleda

The owner of 441 Raphael called into the meeting and advised the Board regarding the unapproved work and that upon receipt of the notice all work ceased. It was noted that an application has since been received and approved by the committee. The Board postponed the hearings for Executive Session following the meeting.

### APPROVAL OF MINUTES

**The minutes of the July 8, 2020 Regular Meeting of the Board of Directors and the July 8, 2020 Executive Session were reviewed and upon a motion duly made, and seconded, the Board unanimously approved the minutes.**

It was noted that the Executive Session was held to conduct seven hearings, resulting in the assessment of three fines, three items being resolved and one request for the submission of an architectural request.

### FINANCIAL REPORT

#### Financial Report

The Board reviewed the financials for the month ending July 30, 2020. Items reviewed were the assets, liabilities, reserves and bank statements in compliance with California Civil Code.

#### Delinquency Report

The Board reviewed the report as provided.

### MANAGEMENT REPORT

There were no work orders issued since the last meeting.

COMMITTEE REPORTS

Architectural/Rules

There was no report at this time.

Landscape

The Board reviewed the Punchlist from Pacific Green Landscape and information regarding applications of chemicals.

Ms. Jackson advised that she just got back from being out of town and will reach out to Pacific Green regarding a meeting to review the open space.

Website

There was no report at this time.

Newsletter

There was no report at this time.

OLD BUSINESS

Status of Covid19 Mandates and Facility Closures

The Board reviewed the success of the measures taken to comply with the mandates.

NEW BUSINESS

Janitorial Contract Cancellation

The Board reviewed a cancellation notice from Dapa Services, Inc. effective August 15, 2020. It was noted that keys will be returned August 17, 2020.

Janitorial Contract Proposals

The Board reviewed proposals from companies to take over service.

**Upon a motion duly made, and seconded, the Board unanimously approved the proposal from MSC Janitorial Service, Inc. for 2x/week service in the summer at \$650 per month and 1x/week service in the winter at \$385 per month, noting that due to Covid 2x/week service may be extended at the Board's discretion.**

Pool Deck Repairs/Resurface

This item was postponed for the correction of the drainage along the deck.

Drainage Repair

Mr. Grimes reported that he has one proposal and is seeking another. This item was postponed for the next meeting.

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Tree Donation

Ms. Martin reported that there is an owner who would like to donate a tree, including the necessary irrigation, and possibly with a plaque.

Upon a motion duly made, and seconded, the Board unanimously approved the donation of a tree, including the necessary irrigation, and agreed to work with the owner on the details regarding a memorial plaque, bench or other item.

Resolution for Transfers from Operating & Reserve Accounts

A resolution was not needed at this time.

**CORRESPONDENCE**

The Board reviewed the incoming and outgoing correspondence. The Board discussed the access to the open space and agreed that they could not completely block off the access, as use by owners and resident cannot be prohibited, and would not be adding signage for no bicycles or dog walking, as those are not in the rules at this time.

**ADJOURNMENT**

There being no further business to bring before the Board, the meeting was adjourned at 7:29 p.m.

Prepared by:

*Elite Community Management*

*no signature due to covid*

Secretary

Date