

SAN ELIJO HILLS HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS'
REGULAR MEETING MINUTES
OCTOBER 23, 2019
No Executive Session was held.

PRESENT: President Ayers, Vice President Basore, Treasurer Costello, Secretary Bisserier and Director Klein

ABSENT: Directors Fleming and Allen

ALSO PRESENT: Recording Secretary Quay and Member Pawlowski

1. Call to Order: The meeting was called to order at 6:30 p.m.
2. Establish Quorum: A quorum was established
3. Approval of the September 25, 2019 Minutes: The minutes were approved.
4. Member Input: Member Pawlowski said that the slope and culvert issues have been resolved and the wire fence will be removed. A brief discussion ensued about what other improvements are planned for the property.
5. Committee Reports:
 - a. Architecture and Planning Board:
 - (1) Improvement requests submitted, decided and closed. Two new submittals were approved: Painting at 1128 Santa Luisa and a new garage door at 441 Santa Victoria. In addition, new gates at 1551 Santa Elena were also approved.
 - (2) Proposal for Two-Slope Roof Expansion. The roof was approved as per amended drawings for 736 San Mario.
 - b. Slopes Committee
 - (1) Sandy Punch and Phil Klein reported on trees that were removed without permission. The Board agreed to write a letter to the homeowner about removing trees on Association property and that they are now responsible for the stump grinding and clean-up. The Board will now deal with irrigation and replanting.
 - (2) Sandy explained that installing new irrigation on Santa Luisa is a priority. The cost will be approximately \$23,000 for irrigation parts and labor, not including new plantings, and it will take most of this year's budgeted amount. President Ayers made a motion to switch the irrigation work planned for Santa Victoria to Santa Luisa and begin immediately. The motion was seconded by Director Klein and it passed.
 - (3) Bids for Lighting and Trees: President Ayers made a motion to approve \$1300 for Christmas lighting in the trees on Highland and on Santa Victoria. The motion was seconded by Director Klein and it passed.
 - (4) Slope Issues List. The slope list was distributed. Sandy reported that a member installed a deer fence that is not permitted. The Board asked the Slopes Committee to take a photo and write a letter to the homeowner.
 - c. Program and Social Committee Report: Secretary Bisserier said that due to the change in Board meeting dates to the first Wednesday of each month, the Annual Meeting, which was held in late June, will now be on June 3, 2020. The Board agreed to set June 3, 2020 for the

Annual Meeting and Board Election. Secretary Bisserier also suggested new members receive a welcome letter and basket.

- d. Membership Committee Report: Bobbie Bisserier was added to the Membership Committee. She will be responsible for the welcome letters and baskets.

VI. Identify things that are currently in the **PC&R's** that the Board would like to remove.

Article 1: Update San Elijo Hills to San Elijo Hills #1. No motion. Update to #1 where legally allowed.

Article II: Update Maintenance District--Slopes, County--City. No motion.

Article III: Move to remove Section 11 (Garages). Update: Arch Board—Arch Committee. President Ayers suggested the attorneys write the section. No motion.

Article IV: Move to remove "chain-link" in Section B4 (Fences). Vice President Basore made a motion that was seconded by Director Klein. Discussion ensued. Treasurer Costello amended the motion to only allow vinyl coated black chain-link fencing. There was no second to the proposed amendment. The Board voted 4/1 (Treasurer Costello voted nay) on the original motion and it passed.

Article IV: Move to remove list of architectural styles, first sentence of C1 (Character of Design). Vice President Basore made a motion that was seconded by Secretary Bisserier. Discussion ensued. President Ayres amended the motion to remove the architectural styles but have an architect word the change. There was no seconded to the amendment. Vice President Basore amended the motion to remove list of styles to be replaced by a different list of styles at a later date. President Ayres seconded the amended motion and it passed.

Article IV: Move to remove list of approved roofing materials in Section C6 (Roofs). Vice President Basore made a motion. Director Klein amended the motion to replace with a new list that will be discussed at a later date. President Ayres seconded the amended motion and it passed.

Article V: Move to remove requirements for second (Final) submittal review in Section C (Action). Vice President Basore made a motion to make it a single process. President Ayres seconded the motion but suggested it should be a workshop. Treasurer Costello amended the motion to remove the preliminary requirement and just submit the final plans. Vice President Basore seconded the amended motion and it failed 0/5. The Board called for approval of the original motion and it passed 5/0.

Article V: Move to remove Section F (Final Plans). Vice President Basore made a motion that was seconded by Secretary Bisserier and it passed.

Article V: Move to remove authority of Architectural Board to impose liens in Section H (Enforcements). Vice President Basore made a motion that was seconded by Secretary Bisserier and it passed.

Article VI: Move to remove separate restriction for amendment in-whole (Duration): Vice President Basore made the motion that was seconded by President Ayres and it passed.

Articles VII – VIII: No motions.

Articles IX-X: Move to remove references to Davis-Stirling (Civil code Section 1354): Vice President Basore made a motion that was seconded by Secretary Bisserier and the motion passed.

Article XI-XV: No motions.

By-Laws Article II: No motion.

By-Laws Article II: Move to remove printing membership certificates in Section 2.08. Vice President Basore made the motion that was seconded by President Ayres and it passed.

By-Laws Article III: No motion.

By-Laws Article IV: Move to remove once per month in 4.05(a) and replace with a lesser frequency TBD. President Ayers asked if the Board thought it is necessary for the Board to meet every month. Treasurer Costello suggested decreasing the number of meetings to six per year. Director Klein suggested that they meet a minimum of six times a year. President Ayres made a motion to meet a minimum of six times a year. It was seconded by Director Klein and it passed.

By-Laws Article IV: Move to remove postal mailing of meeting notices to Directors in Section 4.05(c). Vice President Basore made the motion that was seconded by President Ayres and it passed.

By-Laws Article VI: Move to remove Covenants Committee in Section 6.01(a). Vice President Basore made a motion that was second by Secretary Bisserier and it passed.

By-Laws Article VII-IX: No motion.

The Board discussed a series of updates that will be addressed with the attorneys.

- VII. Financial Report: Treasurer Costello reported the following:
 - a. There is \$125,521.64 in checking and \$42,210.56 in savings. He added that the water bill has increased and that 20 homeowners have not yet paid and a few owe more than one payment.
 - b. President Ayers said that using a credit card would make it much easier for people to pay. Discussion ensued. President Ayers recommended using a credit card or an ACH number and if there are any fees, pass them on to the customer. Treasurer Costello suggested giving cash customers a discount.
 - c. Treasurer Costello suggested removing the requirement for a double signature on checks below a certain amount. Instead of a double signature, he suggested getting approval.
- VIII. New Business: A motion was made by Secretary Bisserier to meet on December 4, 2019 and cancel the November Board meeting. Treasurer Costello seconded the motion and it passed. The Board members will get an email with the new meeting dates for 2020.
- IX. Adjourn: The meeting adjourned at 9:00. The next meeting will be on Wednesday, Dec 4, 2019.