

**Summary of Minutes**  
**May 23, 2018**

**MEMBER PARTICIPATION**

- A. It was reported that Martinez Landscape had to repair some of the stones that came off one of the entry monuments.
- B. An owner asked about political signs. The State does allow such signs in the individual yards,

**FINANCIAL REPORT**

- A. **Review Financial Statement** – The statement was reviewed.
- B. **Delinquent Accounts** – There are still the two long term delinquent accounts and about 8 other delinquent accounts. The Board will start enforcing the late fee that is assessed after 30 days, per the Bylaws. This will be implemented and notice will appear on the next billing. Discussion on having online payments. This will be investigated.
- C. **Approve Budget** – The Board approved the annual budget for 2018-2019 with the assessment to increase by 7%.

**MAINTENANCE REPORT**

- A. **Status of Slope Renovation Project** – It was reported that the new plants will start being installed on 6/1/18. The large trees are due to be installed this week. The architect has worked well with the committee and contractor on the work. Discussion on the plants being used.
- B. **Status of Removal of Large Tree Stumps** – The Board continues to work with the contractor to remove the remaining stumps that were approved.
- C. **Annual Backflow Inspections** – This is in the process of being done.

**COVENANTS/ARCHITECTURAL REPORT**

- A. **Request to Replant Vines on Association Fence** – The Board will investigate if the vines were originally planted by the Association.

**MEMBERSHIP & SOCIAL REPORT**

- A. It was suggested that we take photos of the work that is being done at the entry areas to put in the next newsletter.

**PRESIDENT'S REPORT**

- A. He reviewed the accomplishments of this Board. He strongly recommended that the Board work to get the PC&R's updated, the easement issue settled, and the completion of the slope renovation work.

**UNFINISHED BUSINESS**

- A. **Development of Standards for Homeowner Landscape and Submittal Process** – No action.
- B. **Board Elections in June – Appoint Inspector of Election** – It was reported that we have 12 candidates running for the 7 positions on the Board. The ballots will be mailed out tomorrow. The Board appointed the recording secretary as the Inspector of Election. The Board also voted to suspend the voting rights for any owner that is more than 60 days past due in their assessment payments. If payment is received by 6/10/18, then they will be sent a ballot. Motion carried.
- C. **Secretarial Contract** – The Board will be interviewing a potential contractor to take over the secretarial duties in the Executive Session following this meeting.

**NEXT MEETING: Annual Meeting on 6/27/18 at 6:30 p.m.**