

**BRIDGEHAVEN HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
JUNE 20, 2018 – 1629 Vista Oaks Lane
MINUTES**

I. CALL TO ORDER

Board President Michael Karhanek called the meeting of the Board of Directors to order at 6:13PM.

II. ROLL CALL

President Michael Karhanek, Vice President; Judie Miller, Secretary Janet Kestenbaum, Director: Richard Winer and absent was Treasurer Catherine Writz.

Also present Lupe Aguilera, Association Manager's of Spectrum Property Services, also acting as Recording Secretary.

III. HOMEOWNERS FORUM-

No homeowners present

IV. 2018 CALENDAR- Board reviewed calendar.

V. APPROVAL OF AGENDA – Agenda approved as presented.

VI. APPROVAL OF MINUTES

Michael Karhanek made a motion to approve April 3, 2018 minutes, motion seconded by Judie Miller and carried unanimously.

VII. TREASURER'S REPORT

Treasurer to report the following for month ending March 2018

	OPERATING		RESERVES		SETTLEMENT	TOTAL	
Beginning Balance	\$	83,388.37	\$	409,256.49	\$38,392.22	\$	531,037.08
Cash Receipts	\$	12,480.29	\$	0.00	0.00	\$	12,480.29
Cash Disbursements	-\$	10,592.10	-\$	4,539.50	0.00	-\$	15,131.60
Other (Transfer/Misc. Income	\$	0.00	\$	3,941.40	0.00	\$	3,941.40
Interest/Dividends	\$	0.00	\$	10.32	0.67	\$	10.99
Balance	\$	<u>85,276.56</u>	\$	408,668.71	\$38,392.89	\$	<u>535,338.16</u>
Reserve Liabilities			-\$	<u>408,668.71</u>			
Reserve Account Overage/Shortage			\$	<u>0.00</u>			

Treasurer to report the following for month ending April 2018

	OPERATING		RESERVES		SETTLEMENT	TOTAL	
Beginning Balance	\$	85,276.56	\$	408,668.71	\$38,392.89	\$	532,338.16
Cash Receipts	\$	9,933.25	\$	0.00	0.00	\$	9,933.25
Cash Disbursements	-\$	8,609.21	-\$	0.00	0.00	-\$	8,609.21
Other (Transfer/Misc. Income	\$	0.00	\$	3,941.40	0.00	\$	3,941.40
Interest/Dividends	\$	0.00	\$	424.07	0.61	\$	424.68
Balance	\$	<u>86,600.60</u>	\$	413,034.18	\$38,383.50	\$	<u>538,028.28</u>
Reserve Liabilities			-\$	413,034.18			

Reserve Account Overage/Shortage			\$	0.00		
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Treasurer to report the following for month ending May 2018

	OPERATING	RESERVES	SETTLEMENT	TOTAL
Beginning Balance	\$ 86,600.60	\$ 413,034.18	\$38,383.50	\$ 538,028.28
Cash Receipts	\$ 9,098.78	\$ 0.00	0.00	\$ 9,098.78
Cash Disbursements	-\$ 28,311.68	-\$ 0.00	0.00	-\$ 28,311.68
Other (Transfer/Misc. Income)	\$ 0.00	\$ 3,941.40	0.00	\$ 3,941.40
Interest/Dividends	\$ 0.00	\$ 221.79	0.63	\$ 222.42
Balance	<u>67,387.70</u>	\$ 417,197.37	\$38,394.13	\$ <u>522,979.20</u>
Reserve Liabilities		-\$ 417,197.37		
Reserve Account Overage/Shortage		\$ 0.00		

Board reviewed all bank reconciliations for March, April & May 2018 operating and reserve accounts as provided to me by Spectrum Property Services, in accordance with, Section Civ. Code §5500 California Civil Code. Judie Miller made a motion to approve March, April & May 2018 financials, the motion was seconded by Michael Karhanek and carried unanimously.

- A. Delinquency reported was attached for Board to view.
 - 1. Remove \$2.80 from accounts BH1482 and BH1523.
- B. CD's/Accounts

VIII. COMMITTEE REPORTS

- A. Architectural
 - 1. 1495 Heather Oaks Lane request to paint home was approved.
- B. Landscape (Richard Winer)
 - 1. Showscapes has completed the weed abatement.
 - 2. Copy of emails regarding landscape.
- C. Social Committee (Janet Kestenbaum, Mary Jo Johnson & Andrea Parker)
 - September 29, 2018 will be the Annual Bar B Que. Janet Kestenbaum will not be able to assist with event. But will contact Mary Jo Johnson & Andrea Parker to help with event.

IX. MANAGER'S REPORT

- A. Repair & Maintenance-None to report
- B. Violations-None to report
- C. Violation appeals-None
- D. Verdict hearing violation-None
- E. Correspondence -
 - 1. BH1538 regarding removal of fees from account.

F. Newsletter items

1. Reminder of September event.

X. OLD BUSINESS -None to address

XII. NEW BUSINESS

- A. Copy of invoice from The Gatekeeper for phone programming for (805) change.
- B. Renewal of Umbrella Insurance was approved.
- C. The draft revised amended By-Laws & CC&R's are ready for Board to review. Manager hand copy to the Board for view.

XIII. NEXT MEETING

The next meeting is an annual Meeting and Board is scheduled for October ?, 2018 at 6PM at 1629 Vista Oaks Way

XIV. ADJOURNMENT: Michael Karhanek adjourned the meeting at 6:45PM, Executive Session followed.

Submitted by Lupe Aguilera

Janet Kestenbaum, Secretary