

**BEACHWALK/CARPINTERIA OWNERS ASSOCIATION
RESCHEDULED ANNUAL MEETING
MARCH 26, 2018**

APPROVED

Meeting called to order: The meeting was called to order at 6:03 P.M.

Roll Call:

Current Board members present: Mazie Chauvin, Jane McCarthy, Mark Smith and Kevin Speer. Board member Rachel Galvin was unable to attend.

Spectrum Property Manager present: Raymond Melero.

Homeowners, homeowner representatives and residents present: John Steen, Janet Steen, Catherine Leonard, Judith Bickel, Andre Luthard, and Bryce Killen representing Lynn Singer.

Proof of notice of meeting: The notice of the meeting was mailed to all owners. Raymond to maintain proof of meeting notice on file at Spectrum.

Assign someone to take minutes: Current secretary, Mazie Chauvin, volunteered to take minutes.

Introduce Board members and Management Representatives: With the exception of Board member Rachel Galvin who was unable to attend, the remaining current Board members and Management Representative were introduced to those in attendance.

Reading and motion to accept minutes of last year's meeting: The minutes had been reviewed and approved after last year's meeting. The minutes were not read but were approved as written. Motion by Jane, seconded by Mark.

Reports of Officers:

Kevin & Mark reported that they had completed a thorough walk-through and review of the landscape with Andres and Juan of BrightView. Among other things, they identified numerous additional diseased shrubs throughout the community that need to be scheduled for removal and some trees that are potential hazards. They also found some structure walls that need to be cleaned, and Andres said he could arrange for power-washing of these areas upon request.

Mark said it was evident that many residents had taken it upon themselves to create their own, individual landscape plans, which has resulted in the current lack of continuity and consistency of plant materials throughout the community. He suggested that going forward, something should be done to emphasize to owners and residents that nothing is to be planted in the common areas without prior approval of the Board.

Mark reported that he and Kevin asked Andres and Juan to submit a plan to utilize existing plant materials to fill in the bare spots to improve the appearance of the community until the landscape renovation project is ready to commence.

Mark mentioned that he and other members of the Landscape Committee will be working on a comprehensive landscape renovation plan to convert the existing landscape and irrigation system to drought-tolerant plant materials and drip-irrigation, and that he and Kevin have asked our Brightview landscape maintenance reps to initiate communications with their landscape design group in Calabasas for the purpose of obtaining a quote for the development of a professional landscape renovation plan.

Mark said he is currently looking for others who may wish to serve on the Landscape Committee and asked that those who are interested please contact him.

Mark reported that during their walk-through, they also noticed that the cap of a stucco patio wall has separated at unit 4804, exposing the interior of the wall. Our Board asked Raymond to please make arrangements for the necessary repairs.

Additionally, Mark said they noticed some staining on the exterior of the 4800 building, and asked Raymond to find someone who can help us determine the cause and eliminate the problem. He said it appeared to possibly be rust that might be coming from the water heater closets in those units. Raymond stated that he thought David Lopez might be able to help us identify and rectify the problem.

Kevin spoke about the recent dues increase and assured all in attendance that great care was exercised in determining the 2018 budget, and that the increase was justified and necessary to ensure that appropriate operating and reserve accounts are maintained.

Jane gave a brief history of the past financial issues at Beachwalk and explained that the landscape renovation project had been intentionally de-prioritized in favor of other major projects that were considered to be a higher priority. These projects included the re-roofing of the entire complex, painting the entire complex, replacing all of the asphalt throughout the complex, the community-wide extermination of termites, and the garage door replacements.

Jane mentioned that the landscape renovation plan was factored in to the Reserve Study that was completed last Fall, with the goal of having enough funds to complete the project by the end of 2019. Half of the funding will be collected during 2018, which should allow the project to commence fairly soon.

Jane reported that we have also encountered some unexpected issues and expenses with the stairwell maintenance project that was recently completed, as well as with the one that is currently in progress; and that in developing the 2018 budget and reserve study, we had made allowances for the same type of issues to surface when we commence work on the third and fourth stairwells. We are also facing an unexpected expense in an amount yet to be determined, related to a possible foundation repair at one unit.

Verification that quorum is present: Raymond verified that enough ballots had been returned to establish a quorum, and that we could move forward with the election.

Open the floor for nominations: Jane opened the floor for new nominations, but there were none.

Introduce each candidate and allow to speak for up to two minutes: Various candidates discussed their qualifications and their desire to continue serving on the Board of Directors.

Motion to cease nominations: Motion to cease nominations was made by Mark and seconded by Mazie.

Instruction on cumulative voting procedure: A member requested that cumulative voting be used.

Ask homeowners to fill out their ballots: One owner in attendance reported that she had not yet voted and was given a ballot by Raymond.

Collection of ballots: Raymond collected the one final ballot and added it to the other ballots.

Excuse inspectors to count ballots: Raymond and two of the homeowners present were excused to count the ballots.

Inspectors to count ballots for Board member election: Raymond and two homeowners opened the ballots and counted the votes.

Advise homeowners that committee sign up sheets are available, and general discussion: Jane asked if anyone would like to sign up for any of the committees and stated that the names of those who are interested must be included in the minutes, so they are covered by the Association's insurance while executing the duties of their committee.

Those volunteering to serve on the Landscape Committee so far are: Mark Smith, Kevin Speer, Jay Galvin and Kirk Miller.

No additional committee volunteers came forward, but additional names can still be added and recorded in the minutes of future meetings.

Announce the results of the election: Raymond announced the results of the voting, with the following vote counts: Mazie 20, Rachel 17, Jane 29, Kevin 23, and Mark 47.

Selection of officers: President, Mazie Chauvin; Vice-President, Rachel Galvin; Secretary, Jane McCarthy; Treasurer, Kevin Speer; Member-at-large, Mark Smith

Old business:

A homeowner reported that her tenants had placed sandbags next to their garage door because a gutter located above the door was leaking, and they were concerned that water might enter their garage.

Kevin reported that a number of gutters are in need of repair and that an application of FlexSeal might be an appropriate remedy. Our Board asked Raymond to find someone to make the repairs and he suggested that David Lopez would be a good candidate for this work.

A homeowner presented her concerns about violation letters and fines that had been imposed on her tenants and stated that she was certain that the violations had been committed innocently and out of ignorance. She asked for a clarification of the definition of "common area" and the Board responded that the common area begins at the front door of the unit, and that unit entryways are part of the common area.

A homeowner asked if we had considered converting our electrical service to solar.

A homeowner whose water line recently began leaking presented questions about water and gas line leaks and asked who is responsible for repairing these utility lines that serve the individual units. She expressed her concerns that her water line leak might have been caused by tree roots and asked how she should proceed with the repairs. Our Board informed her that she would need to hire a qualified professional to perform the work, and that they must carry the appropriate type and amount of liability insurance that will allow them to perform the work in our common area, and which names Beachwalk as "also insured." She was told to contact Raymond with any additional questions that may arise in connection with the repairs.

New Business – 70-604 Tax Election:

Raymond gave an explanation of the tax election, and those in attendance voted unanimously in favor (yes).

Adjournment: The meeting was adjourned at 7:17 p.m.