



Approved: _____

Date: _____

**Murieta Homeowner's Association
BOARD OF DIRECTORS OPEN MEETING
May 14, 2013**

- I. Call to Order / Roll Call / Introductions:** President Tim Young called the meeting to order at 7:10 p.m. Carl Kennedy was present as Treasurer and Margot Elliott and Mitch Netedu were present as Directors. Tara Jolley was present as the Association Manager.
- II. Adoption of the Agenda:** Adopted unanimously as presented.
- III. Bylaw Amendment:** 168 ballots were received and counted. The count was 127 FOR, 37 AGAINST and 4 Opposed. The Amendment failed to pass.
- IV. Appointment of Board Positions:** It was unanimously agreed to retain current Board positions until such a time as all Officers could be present. New Signature cards will be requested by Management.
- V. Approval of Minutes:** The April Open Meeting minutes were approved. Carl Kennedy abstained having not been present.
- VI. Reports**
 - A. Finance Committee Report:**
 - 1. March Financials:** Carl Kennedy reported that the committee had met and reviewed the statements. The next meeting is set for 6:30 p.m., May 21st at the North Clubhouse. He noted that the reserve study update and 2014 budget will be started soon and invited all owners to participate in the draft process.
 - 2. CD / Cash Reserves:** Carl Kennedy explained that FDIC only insures up to \$250,000 per account. For this reason, the Board unanimously approved opening a \$100,000 CD at Beal Bank now as well as transferring \$50,000 from the cash reserve account and adding it to the Far East Bank CD when it renews on July 2, 2013.
 - B. Levy, Erlanger & Co., CPA's Draft 2012 Annual Review:** Carl Kennedy noted only small adjustments made to the review by the CPA. The Board unanimously approved the draft. The Final will be obtained and mailed to all owners. Carl Kennedy as Treasurer signed the CPA's letter of acceptance.
 - C. Levy, Erlanger & Co., CPA's 2012 Federal & State Taxes:** The Board reviewed and unanimously approved the state and federal tax forms dated May 3, 2013. Tim Young as President signed the tax forms.
 - D. Manager's Report:**
 - 1. Emergency Sewer Line Leak 39865, #229's:** The Board ratified their prior emergency email votes by approving common area repairs by Stacey Murray Construction for \$998.65, RMC mold remediation services for \$1,955.00 and Tony's Plumbing two sewer line section replacements for \$955.00 & \$550.00.
 - 2. Emergency Main Line Irrigation Leak:** The Board ratified their prior emergency email votes by approving common area irrigation repairs by Serpico Landscaping at a cost not to exceed \$750.00.
 - 3. Office Equipment – Fax / Scanner / Copier:** The Board unanimously approved the purchase of Epson Workforce Pro – 4540 at a cost of \$249.99 plus tax.

Approved: _____

Date: _____

4. **Moisture Meter:** The Board unanimously approved the purchase of a Tramex Encounter Plus Moisture Meter at a cost of \$349.99 plus tax for use by on-site maintenance.
5. **CACM Sustainability Conference:** No action at this time.
6. **Unit's Front Doors Address Numbers / Plaque:** It was noted that few need to be replaced at this time and that the current style are no longer available and would be cost prohibitive to manufacture. Carl Kennedy noted that it is important that an improvement or change in one area be carried out throughout the complex. TO this end, management will provide style samples for the Board to select from.
7. **Lighting Supplier & PG&E LED Upgrade Finance Program:** Management noted that a less costly bulb supplier has been found and will be used going forward: Ford Lighting. It was discovered that PG&E has an LED upgrade financing allowance, interest free, allowing for on billing financing up to \$100,000. The Board approved investigating the program and doing the extra work to determine a cost / benefit report of such a program for the Association's common area lighting. Margot Elliott volunteered to assist after mid-June.
8. **Security Cameras:** Management was asked to do some basic preliminary investigation of options and costs for the Association to use security videos / cameras. Mitch Netedu volunteered to assist.
9. **After Hours Emergency Contact / Cell / Pager: Tabled for consideration.** For now, Management will post names and numbers of frequently used Murieta vendors in the bulletins.

VII. Homeowner Issues / Open Forum – A homeowner from Building #3 was present with a petition for the board to consider secured tot-lot on the south-side of the complex. After some discussion, the Board agreed to place the matter on the next monthly meeting's agenda and asked that Management contact the Association's insurance carrier for an estimated difference in premium that a playground would create.

VIII. Old Business – There was none.

IX. New Business

- A. **All Season's Roofing's Phase IV Carport Roof Replacement Contract:** The Board unanimously approved the next phase of carport roof replacements at an estimated cost of \$60,000.00.
- B. **Number of Animals Per Unit: Currently the CC&R's only allow one dog or cat per unit. This may be considered for change during the next CC&R update. Currently, management is pursuing pet enforcement on a nuisance basis: usually on pet owners that fail to pick-up after their pets or are causing a noise disturbance to other residents.**
- C. **Pool & Spa Filter Cleaning:** The Board unanimously approved Sparkling Pools' annual filter cleanings of the spas and pools at a cost of \$600.00.
- D. **Serpico's Irrigation repairs, April, \$1,380:** The Board unanimously approved the repairs at a cost not to exceed \$1,380.00. This is made up of both operating and reserve expenses.
- E. **Parking Enforcement / Guest Parking:** A new form was created accurately stating the guest parking rules per the CC&R's and Rules. The excerpts from the documents will be posted in the bulletin boards. Volunteers have been tagging and tracking guest parking violations. Management was asked to pursue unregistered vehicles as well.

X. Time & Place of Next Meeting – The next open meeting of the Board will be June 11, 2013, 7:00 p.m., at the North Clubhouse. The regularly monthly closed meeting will immediately follow.

XI. Adjournment: Unanimously adjourned at 8:45 p.m.