



Approved: _____

Date: _____

Murieta Homeowner's Association
BOARD OF DIRECTORS OPEN MEETING
December 11, 2012 - DRAFT Minutes

- I. Call to Order / Roll Call / Introductions:** President Tim Young called the meeting to order at 7:05 p.m. Directors present included Joy Hurst as Secretary, Carl Kennedy as Treasurer and Charissa Gant as Vice President (arrived during open forum). Management staff present included Alex Marquez and new association manager, Tara Jolley.
- II. Adoption of the Agenda:** Adopted unanimously as presented.
- III. Approval of Minutes BOD Meeting November 13, 2012:** Unanimously approved as presented.
- IV. Reports**
- A. Finance Committee Report & Financial Statements:** Carl Kennedy noted that all owners should have received the approved 2013 Budget package at the end of November, that regular monthly reserve transfers are being made and that an Operating Cash Flow Report is done and reviewed regularly by the Finance Committee. The Finance Committee meets the 3rd Tuesday of each month, 6:30 p.m. at the North Clubhouse. All owners are welcome and encouraged to attend. Management was asked to acquire tax and year end review proposals for January meeting. The financial statements through October 2012 were unanimously approved.
- B. Manager's Report:** New Manager Tara Jolley was introduced and gave an update on the following issues: mushrooms, feral cats, completion of documenting all balcony railing modifications to date in preparation for implementation of new rule (see Old Business A. Balcony Railing Rule). It was noted that though there had been storms and major rains, no significant roof leaks occurred.
- V. Open Forum:** Discussions included carpet stains, grocery carts, parking violations, sidewalk maintenance and overwatering. Management and volunteer residents will address violations on walkthroughs. Sidewalk repair bids have been requested for two locations. The newsletter will address the feeding of feral cats in the common area as well as options, safety concerns and costs of grocery carts in the common areas. Serpico will be doing a spring irrigation evaluation with Management to address overwatering. It was noted that part of irrigation upgrades being done is to change out sprinkler heads so that watering can be adjusted and customized to different spray needs in different areas (turf vs. lawn and direct light vs. shade). When Mr. Unlimited does regular carpet cleaning per the building schedule, they will be asked to address problematic stain areas as needed in other buildings as well.

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VI. Old Business

- A. Ratification of Balcony Railing Rule:** The Board unanimously ratified the new rule.
- B. Serpico Irrigation Repair Estimate:** Serpico proposal dated October 23, 2012, NTE \$3,560.00 was unanimously approved by the Board pending verification that new sprinklers match the upgrade version and that costs are broken out on billings to show which are operating versus reserve expenses.
- C. Serpico Mulch Estimate:** Unanimously tabled.

VII. New Business

- A. Purchase a \$49,000 CD at Cal Bank from Reserve Account:** Unanimously approved.
- B. Insurance Loan from the Reserve Account:** The 12 month loan of \$33,801.64 from reserves to operating to cover the large annual large Insurance premium deposit was unanimously approved. This will be repaid to the reserve account by November 2013.
- C. HydroPoint WeatherTrak Membership:** Tabled pending verification by Management with Serpico of benefits and use with current irrigation monitoring system.
- D. Sound Communication LCD Repair:** Invoice #31713 for \$762.67 to replace the LED display for Building #7 was unanimously approved as reserve expense.
- E. Ratify Otis Elevator Building 1 Elevator Heater Install:** 11/26/12 proposal for \$2,765.00 was unanimously approved as a reserve expense. Work has been completed though Management is addressing results with Otis.
- F. Annual Meeting – Appointment of Inspectors:** The Board unanimously appointed Marilyn Bell and Tara Jolley as Inspectors of the 2013 Board of Directors Election. Applications are being accepted now.

VIII. Review of 2012 HOA Meeting Minutes: Reviewed.

IX. 2012 Reserves Expenditures Report: Reviewed.

- X. Announce Time & Place of Next Meeting / Adjournment:** The next regular meeting of the Board is January 8, 2013, 7:00 p.m. at the North Clubhouse. The meeting was unanimously adjourned at 8:14 p.m.