

Approved: _____

Date: _____



Murieta Homeowner's Association

BOARD OF DIRECTORS OPEN MEETING

February 12, 2013

- I. Call to Order / Roll Call / Introductions:** President Tim Young called the meeting to order at 7:16 p.m. Directors present included Joy Hurst as Secretary and Charissa Gant as Vice President. Tara Jolley was present as the Association Manager.
- II. Adoption of the Agenda:** Adopted unanimously as presented.
- III. Approval of Minutes BOD Meeting January 8, 2013:** Approved unanimously as presented.
- IV. Reports**
 - A. Finance Committee Report: December 2012 Financial Statements:** Approved unanimously as presented.
 - B. Manager's Report:** Tara Jolley noted the following: the north spa will be closed for warranty gel coating work March 4th-8th; carpet cleaning by Mr. Unlimited has been completed in Buildings #7, #8 & clubhouses; skunk trapping in progress; separation of water meters for individual units was investigated and it was determined it would only be cost effective if done during a re-pipe project; maintenance has assisted nearly a dozen residents in repairing leaks such as running toilets, leaking shut-off valves, etc.; Newark Police is encouraging a Neighborhood Watch Program at Murieta so volunteers are needed; CACM Conference was attended and subjects will be reviewed and calendared with the new Board in April; parking enforcement has been mostly met with resident cooperation and compliance; reserve expenses for the 2014 update are under review; office archiving and supply inventories are in progress. Management will follow-up with Serpico regarding irrigation schedule and testing. The following items were presented for Board approval:
 - 1. Ratify Office Desks (2) NTE: \$1,000.00:** Unanimously ratified this reserve office equipment expense.
 - 2. Increase Escrow Fees:** \$35 CERT fees and \$250 Full Package fees were unanimously approved.
 - 3. Cloud Back-Up \$230.00 a Year:** Unanimously approved this operating expense.
 - 4. Ratify R&S Erection \$564.00:** Unanimously approved operating expense for entry gate repairs.
 - 5. Pet Waste Bag & Dispensers:** No action taken. Board denied use of HOA funds for an expense that should be paid by pet owners.
 - 6. Grocery Carts / Decals:** Tabled. Management to acquire cost for adding verbiage "Do Not Leave Carts in Building".
- V. Open Forum:** Kirstin List volunteered for the Neighborhood Watch Program.

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VI. Old Business

- A. Annual Meeting & Amendment:** No action was deemed necessary for election rules or ethics pledge. An amendment to the bylaws to be voted on by the membership was unanimously approved with the following change of verbiage: "No more than one (1) non-resident Owner shall be allowed to serve on the Board."
- B. Sidewalk Repair Bids:** Tabled.

VII. New Business

- A. Ratify Hydroflush Kitchen Lines, Buildings #1 - #4, \$5,875.00:** Unanimously ratified this reserve expense.
- B. ATCO Treatment, \$2,400.00 Estimate 2/6/13:** Unanimously approved pending receipt of a lower proposal no later than 2/19/13.
- C. ECHO Membership, \$495:** Assigned to Finance Committee for review and recommendation.
- D. MR 16 Termite Report, \$650:** Unanimously approved.

VIII. Time & Place of Next Meeting: March 12, 2013, 7:00 p.m., NCH.

IX. Adjournment: Unanimously adjourned at 8:11 p.m.