



Murieta Homeowner's Association
BOARD OF DIRECTORS OPEN MEETING
January 8, 2013

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, Margot Elliot as Director and Charissa Gant as Vice President (arrived during Reports). Tara Jolley was present as the Association Manager.

II. Adoption of the Agenda: Adopted unanimously as presented.

III. Approval of Minutes BOD Meeting November 13, 2012: Joy Hurst made a motion to approve the minutes as presented. Tim Young seconded the motion. Charissa Gant was in favor, motion so moved. Margot Elliot abstained as she was not present at that meeting.

IV. Reports

A. Finance Committee Report

- 1. November 2012 Financial Statements:** It was noted that the Association was in good standing and that all 2012 reserve transfers had been successfully transferred. No new delinquencies have occurred. The financial statements through November 2012 were unanimously approved.
- 2. Year End Review & 2012 Tax Preparation Proposals:** Pending input from the Finance Committee, Levy, Erlanger & Company was unanimously approved to do the 2012 review for \$1,095 and tax preparation for \$395.
- 3. Beal Bank CD Renewal:** Pending input from the Finance Committee, the CD was unanimously approved for roll-over.

B. Manager's Report: Tara Jolley reported that Otis Elevator Service is crediting the Association \$2,165 on their approved \$2,766 heater installation for elevator #1's completed in December. Installation took less than an hour. Service calls for elevator #1 have been more frequent than others elevators. However, no repeat problems have been found and the situation is being monitored. The office remodel and archiving are underway. A used desk is being sought for Alex Marquez. Painting will be done by maintenance staff in house to minimize cost. It was noted that there is \$835 left from 2012 reserve monies for this improvement. The cost of Palm Tree trimming was assigned to the Finance Committee. ECHO Membership and Chimney Cleaning will be on next month's agenda.

V. Open Forum: Shopping cart abuses and options were discussed. The newsletter will contain visual examples of carts homeowners can use. Signage was discussed and will be researched by management. The placement of courteous notices requesting grocery carts not be stored in the building was approved.

VI. Old Business

- A. HydroPoint WeatherTrak Membership:** A one year payment of \$900 was unanimously approved with the finance committee to determine if this is an operating or reserve expense.
- B. Serpico Mulch Estimate:** Tabled. Will consider when updating the 2013 Reserve Study.
- C. Annual Meeting:** Candidates were solicited. Candidate statements are requested by end of February. Board was asked to consider a drawing for one-month free dues to encourage participation. Management was asked to investigate document change permitting non-resident owners to serve on the Board.

VII. New Business

- A. Sidewalk Repair Bids:** Serpico's 12-21-12 Bid #119180 in the amount of \$1,132 for sidewalk replacement and root barrier installation behind building #4 was unanimously approved. Metro Concrete Inc. proposal was tabled pending other bids and input from the finance committee on availability of reserve funds.
- B. Serpico Drain Installation Bid:** Serpico's 12-21-12 Bid #119181 in the amount of \$725 for drain install under sidewalk intersection behind building #5 was unanimously approved.
- C. Serpico Bid for Demoss:** Maintenance will address any moss on sidewalks if they occur.

VIII. Time & Place of Next Meeting: The next regular meeting of the Board is February 12, 2013, 7:00 p.m. at the North Clubhouse.

IX. Adjournment: The meeting was unanimously adjourned at 8:29 p.m.