

**MINUTES OF THE MISSION MARTINIQUE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD MAY 15, 2018**

The Open Session Board Meeting was called to order by Association President Michael Creekmore at 5:36 p.m. The meeting was held at the 8181 Mission Gorge Rd. Suite E, San Diego, CA 92120

<b>Directors Present:</b>	Michael Creekmore	President
	Michael Allen	Treasurer
	Anthony Bowler	Secretary

<b>Directors Not Present:</b>	Joseph Soprano	Vice President
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<b>Also Present:</b>	PJ Chandler	Community Manager
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**OPEN FORUM**

There was one homeowner present.

Linda from unit 77 was present to discuss her satellite dish and her landscaping around her unit. Management was asked to notify Jon with Heritage Landscaping.

There was a brief discussion regarding her satellite dish installation and the manner in which it had been installed. Linda was asked to have satellite reinstalled correctly.

It was noted that the lights over at the pool house were out.

**MINUTES**

The Board reviewed the minutes of the April 17, 2018 Open Session Meeting and upon a motion made, seconded and carried, the Board approved the minutes as submitted.

Executive session minutes for the April 17, 2018 meeting were reviewed. A motion was made to approve the minutes as submitted. The motion was seconded.

**FINANCIAL REPORT**

The Board reviewed the Financial Report for April 30, 2018. It was noted that as of April 30, the Association had the following:

Total Assets:	\$176,898.88
Operating Account:	\$15,405.76
Reserve Account:	\$143,304.29
Accounts Receivable:	\$18,188.83
Income:	\$27,263.96 (Includes pre-paid income in the amount of \$7,890.27)
Expenses:	\$19,584.19

Year to Date Income:	\$98,075.36
Year to Date Expenses:	\$79,554.15
Net Gain / Loss:	\$18,521.21 (Gain)

**FINANCIAL REPORT**

A. Liens; ... It was noted that there were no collection accounts at this point in the collection process at this time.

## **COMMITTEE REPORTS**

- A. Architectural; ... It was noted that there were no new architectural applications for the board to review at this time.
- B. Maintenance; ... The Board reviewed the maintenance log for the month of May.
- C. Pro-Tec Invoice; ... The Board reviewed the invoice submitted by Pro-Tec for the month of May. Management was asked to include the Home Depot invoice and back up documentation in the board packets moving forward.
- D. Landscape; ... Jon Hoover was not present to report on the status of the irrigation inspection and the overall condition of the landscaping. It was noted that the master landscape plan was scheduled to be delivered.
  - 1. Proposal 11118; The Board reviewed the proposal to install new plants over next to units 1, 5 and 35 in the amount of \$785. A motion was made and seconded to approve the proposal.
  - 2. Proposal 11119; The Board reviewed the proposal to install bottle brush trees along the fence outside unit 77 in the amount of \$350. A motion was made and seconded to approve the proposal.

## **UNFINISHED BUSINESS**

- A. Balcony Joist Repairs; ... It was noted that Pro-Tech Painting would be the contractor selected to complete the balcony joist repairs. Contract had been signed and scheduling was expected to begin in about 6 weeks, the same time as the delivery of the Trex material was expected.
- B. Exterior Painting Project; ... Change order 8 was still pending completion. Management reported that Pro-Tech was waiting to begin the joist balcony project and would complete the work from change order 8 at that time.
- C. Trex Claim; ... Management updated the Board on the status of the Trex Claim. It was noted that delivery of the 17,000 lbs of materials were expected to be delivered within the next 6 to 8 weeks.
- D. Annual Meeting; ... There was a brief discussion regarding the upcoming annual meeting.

## **NEW BUSINESS**

- A. Asphalt Proposals; ... The Board reviewed the asphalt proposals. It was agreed to table until after the election.
- B. Bylaw Amendment; ... The Board reviewed the sample package for the Bylaw amendment. Management was asked to include the actual sections of the Bylaws that was changing in the cover letter.
- C. Termite Inspection Report; ... The Board reviewed the termite inspection report for unit 59. Inspection report reflected active infestation in four separate areas. Spot treatment was recommended in the amount of \$390. A motion was made and seconded to approve the recommended treatment.

**ADJOURNMENT**

The next meeting was scheduled for Tuesday, June 19, 2018. With no further business to come before the Board, upon a motion made, seconded and carried, the meeting was adjourned at 7:35 pm.

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**Secretary**

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**Date**