

**SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
January 31, 2013
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes**

Secretary John A. Darroch called the meeting to order at: 6:40pm.

Board Members Present: David Hall, CFO
John A. Darroch, Secretary
Julie Thomas, Member-at-large

Homeowners Present: A signed list of homeowners attending the meeting resides with the records of the HOA. Based on an official count a quorum of homeowners, both in person and present by proxy, a quorum was obtained - a total number of 79.

Approval of Meeting Minutes: John read the minutes from the January 24, 2012 annual board meeting. Ron Wright made a motion to accept the minutes as read. John O'Brien seconded the motion. Vote: 79-0 in favor of the motion.

Board Election: Secretary John A. Darroch introduced the old board, who they are and what they have done over the past year. John then asked if any of the attending homeowners would like to run for office. After waiting a few seconds and no one raising their hands, John proceed to announce that all current members have once again agreed to stay on if elected. Jeff Keirns made a motion to accept the nominations of the current board members to stay on for another term and Fred Stickel seconded the motion. William Burzynski agreed to stay on as President, David Hall agreed to stay on as CFO, Fred Hauth agreed to stay on as Vice President and Chairman of the Landscaping Committee, John A. Darroch agreed to stay on as Secretary, and Julie Thomas agreed to stay on as our Member at Large and Chairperson of the Architectural Committee. The official vote of the 79 homeowners present either in person or by proxy was in favor of the election the slate of candidates as nominated. Vote: 79-0 in favor of the motion.

Vote On IRS Ruling 70-604: John read the IRS Ruling 70-604. John O'Brien made a motion to reject the IRS Ruling 70-604 and to continue to pay the association taxes on our investment income each year. Ron Wright seconded the motion. A voice vote was held with no dissenting votes heard. The motion to reject IRS code section 70-604 was accepted. Vote 79-0 rejecting the motion.

President's Remarks: President Bill Burzynski was not able to attend the annual meeting and in light of the Project Curb Appeal coming up for vote this evening there were no Presidents remarks given.

Financial Report: David Hall, CFO presented the financial report for the period ending December 31, 2012. As of that date our total assets were \$90,394.39 with reserves accounting for \$95,757.29 of this total. Total income for the month was \$12,132.08 with operating expenses totaling \$9,411.49 leaving a net profit for the month of \$2,380.19 after adjustments and reserves. Note that the requirement to do slope enhancements during the planting season required our spending in October and November the entire slope enhancement budget for this FY (1 July 2012 – 30 June 2013). This required transferring some funds from reserves into the operating account: some of those funds will be transferred back to reserves during the remainder of the FY as they are collected from HOA dues. Some of the expended funds (approximately \$6,000) were deposited into reserves over the last two fiscal years specifically to be spent on slope enhancement this FY: those funds will not be transferred back into reserves.

The Aging Report from Lindsay showed eleven homeowners with outstanding late fees (up to \$45.00), and one homeowner with HOA dues outstanding for more than 30 days (lot 92 for \$93.00 with late fees). The board will contact that homeowner regarding bringing their accounts up to date, and we will assess the status of outstanding late fees on a case-by-case basis. Also as a reminder, the current HOA dues are \$87.50 per month.

Once again we would like thank homeowners for keeping their accounts up to date, and we encourage everyone to consider the automatic payment plan offered by Lindsay Management Co. for payment of HOA dues; having your dues automatically paid every month avoids the need to remember to mail in the payment, keeps everyone current, and keeps away those irritating late fees.

Landscape Report: Due to time constraints there was no formal landscape report given.

Architectural Report: Due to time constraints there was no formal Architectural report given.

Old Business: No old business at this time to report.

New Business: Project Curb Appeal was up before the voters to ratify a special assessment for continue to improve the slopes in the HOA. A presentation was given to outline what the scope of the project is and what the approximate costs would be based on what the board has learned to date doing other smaller areas. The board would like to pass a special assessment of \$600 to be collected and spent over the next 3 year period to enhance our slopes. Various groups would be formed to coordinate the plantings and the types of vegetation to replace. Consideration would be given to the size and angle of the slopes, water, sun and surrounding vegetation. A committee was formed to look into the process. A voice vote was held with one vote in favor of the special assessment and 78 votes against the special assessment. The special assessment for Proposition Curb Appeal was voted down, vote 78-1 against the proposition.

As a result of the meeting a special group of 11 volunteers was formed to study the proper plant materials for the slope areas and to put a plan together to come back to the board. The first meeting of the special landscaping committee will be held after the Board meeting in February.

Next Meeting: The next meeting will be held on Thursday February 28th at 6:30pm at the Harding Community Center located at 3096 Harding St.

Adjourn: There being no further business Fred Stickel made a motion to adjourn. John O'Brien seconded the motion, vote 79-0 in favor of the motion. The meeting was adjourned at 8:05pm.

Respectfully submitted,
John A. Darroch
Secretary