

**THE MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF
VISTA DEL PARQUE ASSOCIATION
APPROVED
JANUARY 26, 2015**

ROLL CALL

BOARD MEMBERS PRESENT

Barbara De Cuir (BD)
Barbara Harshaw (BH)
Ida Krause (IMK)
Tarek Mansour (TM)
Brett Levin (BL)

OTHERS PRESENT

HOMEOWNERS

Jon Eric De Cuir 1
Michael Casey 2
Mel Green, 9
Stephanie Chavez 13
Donna Kana, 22
Barbara Brewen 29

CALL TO ORDER

The following are the Regular Board Meeting Minutes of the Board of Directors of Vista Del Parque Association, held on January 26, 2015.

- a. Board President, Barbara De Cuir, called the meeting to order at 7:05 p.m.
- b. The roll call found that a quorum of Board Directors was present.
- c. The Board accepted the resignation of Stephanie Du Bois, with regret, and thanked Stephanie for her service to the Association.
- d. The Board then voted to install Brett Levin in the vacant Director seat for the remainder of the former Director's term of office.
- e. The President welcomed Michael Casey, the new owner of Unit 2.

PRESIDENT' S REMARKS

Barbara De Cuir addressed the following issue:

The Board wants to remind home owners and tenants to be careful and responsible for all private areas around their respective units and around their parking spaces in the garage. A skunk was found trapped in the bushes of a lower level front patio after the owners had left for an extended period of time. Even though the owners knew about the skunk, they said nothing to the Board or their neighbors until a third party told the neighbor. One of the neighbors found out about the skunk, and the Board had to deal with this issue. This could have turned into a dangerous, not only smelly, situation. Please notify the Board if any unusual or hazardous issue occurs.

APPROVAL OF MINUTES

The Board approved the November 10, 2014 Meeting Minutes as corrected. (BH/BL/ALL)
The November Minutes will be mailed to all home owners with their statements from Cammarata.

HOMEOWNER'S FORUM

*Donna Kana (22) asked about the November Board Meeting Minutes. The November Minutes will be resent. Donna also asked about a new contact list for the home owners. The President indicated that the list is being edited to incorporate the new home owners and tenant and will be available in the next couple of weeks.

*Ida Krause (18) indicated that names inside our mail boxes have not been updated. The Board will look in to notifying the Post Office of the changes.

*Michael Casey (2) noted that his remote is not working consistently at the entrance to our garage. He has ordered new remotes and hopes that will solve the problem. But other home owners are saying the same thing. We'll see how the new remotes work for Michael.

*Barbara Brewen (29) asked how home owners can receive better response from Steve Cammarata. The President said she'd speak with Steve and ensure the process runs more smoothly.

TREASURER'S REPORT

The Board reviewed the Treasurer's Reports:
As of December 31, 2014 -

Chase – Operating Checking	\$ 15,438.00
Chase – Operating Savings	\$ 92,546.01
Total Current Assets	\$ 107,984.01

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A motion was made and passed to accept the Treasurers' Report. (BH/BL/ALL)

There was a question about the current negative Y-T-D Operating Income. Ida Krause will discuss this with Cammarata to learn the answer to that question. We will up-date the records with the response.

ARCHITECTUAL COMMITTEE REPORT

Committee Members: *Tarek Mansour, Mel Green & Jon Eric De Cuir*

Gym and Spa Up-date – The committee did further research and presented the entire scope of work to the Board.

*The gym upgrade includes painting of the entire area; demolition and disposal of wall; repair of ceiling, installation of laminate floor and ceiling fans and replacement of Universal equipment.

*The spa upgrade includes preparation of concrete floor in Jacuzzi pump room (clean and etch, install metal flashing around perimeter of pump room and slope surface to move water to existing drain); seal around deck material around Jacuzzi (remove tile in front of Jacuzzi door to allow water to move to existing drain and repair slope at Jacuzzi door) and top coat pump room and around Jacuzzi deck area to match existing room.

*A motion was made and passed to go forward with the project at a cost not to exceed \$16,000. (BL/TM/ALL).

Also Stephanie Chevez wanted to be reimbursed for the damage in her unit from the years of leaks from the pump room. A motion was made and passed to reimburse her for the damage for up to \$300.00 (BH/BL/ALL). She is to present the invoices once the repairs are made.

Stair Railings – The committee is determining the most appropriate way to handle the installation of the hand railings that will answer safety issues, be cost effective, and meet new code standards. Eric is to speak with Torrance inspectors to help all involved reach an understanding. The committee will then report back to the Board.

LANDSCAPING COMMITTEE REPORT

Committee Members: *Ida Miller-Krause & Jeanne Kelly*

* Ida reports that all is looking good. The trees up front are dormant, not dead, and will come to life in the spring, as they did last year.

* A sprinkler head broke at 3:00 a.m. outside of Unit 1. It was a mess and the water pressure is great so many gallons of water fell on their patio. No damage was done. Should anyone have a problem, please contact Barbara in Unit 1 so the water can be turned off should this happen again.

OLD BUSINESS

Update Governing Documents – The Board is reviewing the package of updated documents received from Daniel Shapiro's firm. The Board will then consolidate the changes, deletions and additions they found and Mr. Shapiro's office will modify the documents and send out the package to all the homeowners. We will then have a meeting, with Dan Shapiro, to discuss the package with home owners. **This meeting is set for Thursday, March 5, 2015.**

Garage Clean-Up – There are still about 3-4 parking spaces in need of cleaning. The Board will focus on this project after completing the updating of our governing documents.

NEW BUSINESS

*Roof Leaks are being found in various units. Please let the Board know if you are experiencing any roof leaks. We will be calling Mutual Roofing to come and examine all reported leaks. We will then let the home owners know about the next steps in the process.

*The Board will also be looking into having all gutters cleaned.

ADDITIONAL COMMENTS

There were no additional comments by home owners.

ADJOURNMENT

The Regular Board Meeting of the Board of Directors was adjourned at 8:10 p.m.

The next meeting is scheduled for March 5, 2015.

Submitted by:

Approved by:

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Barbara Harshaw 3/5/15
Secretary Date