

**MISSION MARTINIQUE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
OCTOBER 27, 2015
MINUTES**

The Open Session Board Meeting was called to order by Association President Anthony Bowler at 5:34 p.m. in the office of Professional HOA Consultants located at 8181 Mission Gorge Road, Suite C, San Diego, CA 92120.

Directors Present:	Anthony Bowler	President
	Dave Carruthers	Vice President
	Mike Allen	Secretary
	Michael Creekmore	Treasurer
	Joe Soprano	Director

Also Present:	Brittany A. Vik	Community Manager
	2 Homeowners	

OPEN FORUM

It was noted that there will be a meeting at City Hall regarding the condominium development that is going to be built adjacent to the Association on Wednesday, October 28, 2015 at 7:00 pm.

MINUTES

The Board reviewed the Open Session Meeting Minutes of August 25, 2015 and upon a motion made, seconded and carried, the Board approved the Minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of August 25, 2015 and upon a motion made, seconded and carried, the Board approved the Minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of September 10, 2015 and upon a motion made, seconded and carried, the Board approved the Minutes as presented.

The Board reviewed the Open Session Meeting Minutes of September 22, 2015 and upon a motion made, seconded and carried, the Board approved the Minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of September 22, 2015 and upon a motion made, seconded and carried, the Board approved the Minutes as presented.

FINANCIAL REPORT

The Board reviewed the Financial Report for period ending September 30, 2015. As of September 30, 2015, the Association has total assets of \$320,488.01. The Operating Account balance is \$19,297.77. The Reserve Account balance is \$286,315.95 and the Accounts Receivable balance for this period is \$10,942.04. The Pre-paid Income for this period is \$8,330.00. The Year to Date Income for this period is \$189,852.00, with Year to Date expenses totaling \$182,657.00, resulting in net earnings of \$7,196.00. After discussion, upon a motion made, seconded and carried, the Board approved the financials as presented, pending audit.

The Board reviewed the draft 2015 Reserve Study prepared by Barrera & Company. After discussion, upon a motion made, seconded and carried, the Board approved the draft 2015 Reserve Study as presented.

The Board reviewed the draft 2016 budget presented by Management with a proposed \$10.00 increase. After careful review and discussion, upon a motion made, seconded and carried, the Board voted to approve the 2016 budget with no increase in next year's assessments. The assessment amount will remain at \$265.00 per unit, per month, beginning January 1, 2016. Additionally, the Board of Directors does not see the need for a special assessment during the coming year.

The Board reviewed a proposal from Terry J. Tagwerker, CPA to conduct the 2015 Annual Financial Audit and Tax Preparation. After discussion, upon a motion made, seconded and carried, the Board approved the proposal at presented for \$850.00.

COMMITTEE REPORTS

Maintenance

The Board reviewed a proposal from JC Plumbing to jet all eleven (11) sewer line laterals on the property. After discussion, upon a motion made, seconded and carried, the Board approved the contract for \$1,050.00.

The Board compiled a priority list for ProTec Building Services to address during the forty (40) hour per month maintenance contract.

Landscape

The Board reviewed a proposal from Westwind Landscape to increase the monthly landscape maintenance contract to \$3,800.00 in order to add an extra man on the property one day per week. After discussion, upon a motion made, seconded and carried, the Board moved to deny the proposal as presented. The Board requested that Westwind Landscape provide two men for a full day on Wednesday and two men for a full day on Friday at their current rate.

ADJOURNMENT

With no further business to come before the Board, upon a motion made, seconded and carried, the meeting was adjourned to the Executive Session at 7:01 p.m. to review the Violation Report, Homeowner Correspondence, Legal Correspondence and the Delinquent Account Report.

Secretary

Date