

**MINUTES OF THE MISSION MARTINIQUE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD OCTOBER 25, 2016**

The Open Session Board Meeting was called to order by Association President Michael Creekmore at 5:32 p.m. in the office of Professional HOA Consultants located at 8181 Mission Gorge Road, Suite C, San Diego, CA 92120.

<b>Directors Present:</b>	Michael Creekmore	President
	Anthony Bowler	Vice President
	Mike Allen	Treasurer
	Michael Thiem	Director at Large

<b>Directors Absent:</b>	Joseph Soprano	Secretary
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<b>Also Present:</b>	Wesley Porter	Community Manager
	1 homeowners	

**OPEN FORUM**

Marsha Branson suggested there may be more damage on the buildings than has been identified. She also wanted to know a little bit more about the proposed painting project.

Bowler suggested the Magnolia tree next to his building needs to be trimmed. Creekmore suggested the one across the street from this one should be done at the same time. Bowler moved to solicit bids to trim the two Magnolia trees in this area. Allen seconded the motion. Vote was all ayes; motion carried.

Creekmore moved to install the K rails at the Arly Court entry as soon as possible. Allen seconded the motion. Vote was all ayes; motion carried.

Traffic and speeding continue within the community. It was agreed this issue needs to be addressed when time and funds allow. Creekmore and Thiem volunteered to walk the property to determine where additional speed bumps should be located.

All four of the units in Allen's building have leaked within the last 6 months. This situation should be monitored to see if some outside forces are causing the problems.

**MINUTES**

The Board reviewed the minutes of the September 27, 2016 Open Session Meeting and upon a motion made, seconded and carried, the Board approved the Minutes as submitted.

The Board reviewed the minutes of the September 27, 2016 Executive Session Meeting, where Disciplinary Action, Legal Correspondence, Homeowner Correspondence and the Delinquency Report were discussed. Upon a motion made, seconded and carried, the Board approved the Minutes as amended.

**FINANCIAL REPORT**

The Board reviewed the Financial Report for period ending September 30, 2016. As of this date the Association has total assets of \$366,930.01. The Operating Account balance is \$7,406.58. The Reserve Account balance is \$348,475.09 and the Accounts Receivable balance for this period is \$11,048.34. The Pre-paid Income for this period is \$5,310.00. The Year to Date Income for this period is \$209,880, with Year to Date expenses totaling \$150,299, and Year to Date

reserve allocations totaling \$71,332 resulting in a net loss of -\$6,209. After discussion, upon a motion made, seconded and carried, the Board approved the financials as presented.

The Board signed the new signature cards for the Pacific Western Bank and Synchrony Bank accounts. Porter will contact Soprano and ask him to come in and sign his portions of the cards.

## **COMMITTEE REPORTS**

### **Architectural**

**Unit 38:** It was confirmed the AC unit has not been relocated yet. Upon a motion, second, and approval the Board agreed to request a time frame for completion. Porter to write the owner to advise the owner the AC unit will be removed in 30 days unless it has been done.

### **Maintenance**

The Board reviewed the maintenance billing report from ProTec Building Services. Porter was instructed to request additional detail on the invoice. Additionally Porter was instructed to have a leak detection done at the pool to determine the location of the apparent slab leak.

### **Pool**

It was reported there is still black algae on the bottom of the pool. It was suggested the pool needs to be resurfaced. The Board agreed to put resurfacing on hold at this time. Porter was instructed to have the algae removed during mid week so as not to disturb residents from enjoying the pool.

### **Landscape**

The Board reviewed the landscape walk through report. Creekmore moved to have the no charge items completed. Bowler seconded the motion. Vote was all ayes; motion carried. Porter was instructed to notify the landscapers they are not to use machinery in the complex before 8:00 am.

## **UNFINISHED BUSINESS**

### **Wood Trim Replacement & Trim Painting**

The Board reviewed the revised bid from ProTech Painting which now includes front door painting/staining front doors and all wood garage doors for \$110,000. Pro Tech Painting bid for wood and stucco repair is \$118,000. The Board compared these proposals with Pro Tech Building services, and Empire Works proposal. After discussion and upon a motion made, seconded, and carried the Board moved to contract with Pro Tech Painting to complete these projects. The Board agreed to get together and come up with some specific questions to ask the vendor prior to work beginning.

It was confirmed that color selections have yet to be made. Porter suggested the Board post the proposed color pallet selections at the mailboxes, and conduct a survey of the owners to help determine the colors that are most appealing. The Board agreed this was a good idea.

### **Rain gutter cleaning**

Porter was instructed to solicit bids to clean the rain gutters throughout the complex.

### **Bulletin board installation**

Porter reported that he has ordered the bulletin board and it will arrive in approximately 2 weeks. Porter was purchase a cork board as well and have both installed as soon as possible.

### **Restated By-Laws vote**

Porter confirmed that he mailed new return postage paid ballots to all owners who did not submit ballots initially. Porter confirmed the Association has received 40 ballots. The required number

of ballots necessary to allow the ballots to be opened is 45. Porter was instructed to send Creekmore an updated list of those who have submitted. Porter to update the list as he receives ballots.

**Unit #12 exposed cable**

Porter was instructed to determine if the owner of this unit has addressed the cable issue.

**ADJOURNMENT**

The next meeting was scheduled for November 22, 2016. With no further business to come before the Board, upon a motion made, seconded and carried, the meeting was adjourned to the Executive Session 7:33 pm.

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**Secretary**

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**Date**