

**MINUTES OF THE MISSION MARTINIQUE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD NOVEMBER 5, 2018**

The Open Session Board Meeting was called to order by Association President Anthony Bowler at 5:30 p.m. The meeting was held at the pool area on site in Santee, CA 92071.

<b>Directors Present:</b>	Tony Bowler	President
	Donna Appelquist	Vice President
	David Carruthers	Secretary
	Mike Allen	Treasurer

<b>Directors Not Present:</b>	Charles Nerad	Member @ Large
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**Also Present:** PJ Chandler, CCAM, CMCA Community Manager

**OPEN FORUM**

There were five homeowners present.

The homeowner in unit 23 was present to report she had a plumbing leak that was located underneath the asphalt. Management was asked to obtain a proposal from Bill Howe.

It was also reported that the rain gutters had not been cleaned out.

It was also reported that the sandbags located off of Caribbean Way needed to be replaced.

One homeowner reported that the pickets inside the balconies need to be painted once the new Trex material had been reinstalled.

The homeowner from unit 76 reported that her stairway repair not been finished and the stucco underneath her stairway also needed to be painted.

Management was asked to have Jon with Heritage attend the walk through and the next meeting.

The homeowner in unit 28 reported that the elephant ears underneath her stairs were still over grown.

It was also reported that the railing outside unit 23 was still wobbly and needed to be repaired.

Mike Allen asked that the website be regularly updated. The agenda needs to be posted and the minutes need to be updated every month.

**MINUTES**

The Board reviewed the minutes of the September 21, 2018 Open Session Meeting and upon a motion made, seconded and carried, the Board approved the minutes as submitted.

## **FINANCIAL REPORT**

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

Total Assets:	\$200,050.47
Operating Account:	\$22,085.82
Reserve Account:	\$161,475.22
Accounts Receivable:	\$16,489.43
Income:	\$22,635 (Includes pre-paid income in the amount of \$8,270.27)
Expenses:	\$24,928.89

Year to Date Income:	\$218,571.03
Year to Date Expenses:	\$193,687.97
Net Gain / Loss:	\$24,883.06 (Gain)

- A. Liens; ... The Board reviewed the following accounts at the lien stage of the collection process.

## **COMMITTEE REPORTS**

- A. Architectural; ... It was noted that there were no applications for the Board to review at this time.
- B. Maintenance; ... The Board reviewed the maintenance log for the month of October.
1. Pro-Tec Invoice; ... The Board reviewed the most recent invoice and breakdown. Mike made a motion to obtain proposals for maintenance; the motion was seconded; motion carried.
- C. Landscape; ... The Board reviewed the report from Heritage on the condition of the irrigation system and any recommended repairs. Table until the next meeting in 2 weeks.

## **UNFINISHED BUSINESS**

- A. 2019 Operating Budget; ... The Board reviewed the draft of the 2019 operating budget. It was agreed to table until the November meeting.
- B. Pest Control Proposals; ... The Board reviewed the proposals for rodent and gopher control throughout the community. It was noted that Mt. Helix had been approved.
- C. Pool Repairs; ... The Board reviewed the proposals for several repairs that were needed at the pool. Management was asked to obtain 3 bids for the pool resurfacing.
- D. Balcony & Trex Installation; ... Management reported the Trex installation is almost complete. There were 5 remaining balconies that needed to be replaced. Management also reported that one balcony that was currently in a green building would need to have the brown Trex installed due to there being too much of the brown colored Trex material and not enough of the green.

In addition, management went on to report that there was an issue with the joists that had been sistered on when the balconies were initially repaired back in 2005. Some of the old joists were crumbling when the new Trex material was placed on it. It was agreed to table until the entire project had been complete.

**NEW BUSINESS**

- A. Reserve Study Update; ... The Board reviewed the updated reserve study for 2019. It was agreed to table until the November meeting.
  
- B. Plumbing Billing Update; ... There was a brief discussion regarding the ARS plumbing billing for the re-plumbing that was completed on Arly Court.
  
- C. Correspondence; ... The Board reviewed the correspondence from SDG&E regarding the easement located on Caribbean Way. Management was asked to forward over to Peters & Freedman.

**ADJOURNMENT**

The next meeting was scheduled for Tuesday, November 20, 2018. With no further business to come before the Board, upon a motion made, seconded and carried, the meeting was adjourned at 6:24 pm.

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**Secretary**

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**Date**