

## LOS PASEOS HOMEOWNERS ASSOCIATION BOARD MEETING

December 11, 2007

In Attendance: Rita Helfrey Gizelle Lamb Guy Berry Juan Domonguez Kathy Carroll  
Diane McGeachy Cheryse Triano Tim Nemeth Chris Roberts Sarah Barber

1. Call to Order
2. Open Forum. Gizelle resigned from the LPHOA Board of Directors and briefly explained her reasons for resigning. Kathy asked for an update regarding the house with the unapproved stone facade. As a result of the unapproved stone facade a request for resolution was sent to the homeowner. Juan expressed concern that the LPHOA Architectural Committee and Board were being too picky enforcing CC&Rs.
3. Approval of November Minutes. The November 2007 minutes were reviewed and there were no edits. (Tim motioned to approve the minutes; Cheryse seconded the motion. All approved; there were no objections.)
4. Financial Report
  - i. Finalized 2008 Budget. Chris motioned to approve the 2008 Budget; Cheryse seconded the motion. All approved; there were no objections.
  - ii. Checking - \$ 3,469.75
  - iii. MRA - \$ 1,353.88
  - iv. Wadell and Reed – \$ 44,420.11
5. Committee Reports
  - a. Architectural Committee
    - i. Results of December 1<sup>st</sup> Paseo Walk. Discussed conditions in general. Residents homes that have been "tagged" are to contact the city's anti-graffiti task force in order to obtain paint to paint over the graffiti.
    - ii. The Committee is looking for more volunteers to serve on the Committee.
    - iii. Condominium Blue Book. Discussed the value of purchasing two (2) Condominium Blue Books (one for the Committee and one for the Board). This inexpensive (less than \$20) book contains valuable references to laws that govern homeowners associations. Cheryse motioned to approve the purchase; Chris seconded the motion. All approved; there were no objections.
  - b. Office Report
    - i. Collections. Four (4) homeowners have failed to pay their annual assessment and the collection actions have been turned over to ASAP to recover the delinquent assessments.
    - ii. Cancelled Holiday Fair. Fair was cancelled due to lack of participants.
6. Old Business. Discussed deferred maintenance issues from 2007 which will be reported as part of the 2008 Budget.
7. New Business
  - a. Temporary Board Officers.
    - i. Treasurer. Due to Gizelle's resignation, a temporary treasurer is needed until the election of Board Officers for the 2008 Term. Diane, who was elected to the 2008 Board, volunteered to be the temporary Treasurer and the remaining Board members approved.
    - ii. Vacant Board position. Due to Gizelle's resignation, an open Board position became available for the 2008 term. Based on the recent LPHOA Board election, Guy had the most votes of the candidates not previously elected. Guy volunteered to fill the open Board position and the remaining Board members approved.
    - b. Election of Officers for the 2008 term. Tim called for an Executive Board meeting, 6:30, January 8, 2008, for the new Board to elect the Officers for the 2008 term.
    - c. Costco American Express card. There is no Costco American Express card solely for LPHOA business. The Office Managers have used their own card to make the purchases and

have been reimbursed by the LPHOA.

d. Office Phone Update. There are two (2) telephone lines in the office; one is used for calls and the other is a dedicated fax line. In order to cut costs, the Board discussed eliminating one telephone line and using the fax as a function of the remaining telephone line.

Diane motioned to eliminate one of the two telephone lines; Cheryse seconded the motion. All approved; there were no objections.

e. Keys to Clubhouse and Files. The Board discussed changing the locks to the clubhouse. Diane motioned to spend up to \$200 to change the locks and create three (3) keys etched with "Do Not Duplicate"; Chris seconded the motion. All approved; there were no objections. Sarah will contact a local locksmith.

f. Email addresses for Current Board Members, Upcoming Board members and current Architectural Committee Members.

The Board discussed limiting access to the aforementioned email addresses to the Board members and current Architectural Committee Members only.

g. Graffiti Paint Replacement for House Walls Facing Paseo. Residents homes that have been "tagged" are to contact the city's anti-graffiti task force in order to obtain paint to paint over the graffiti.

h. Reporting Failure of Paseo being maintained by City. The Board discussed contacting Forrest Williams' office.

i. Landscaping Financial Assistance Fund. Briefly discussed; no action recommended.

j. Landscaping Spring Beautification Projects. Briefly discussed; no action recommended.

k. Member Expertise on Home Improvements. Briefly discussed; no action recommended.

l. The Alley. Briefly discussed the proposed actions related to employ a tow company to tow away any vehicle that obstructs passage of any vehicle in the alley.

m. Association Responsibility for Maintaining Paseo. Briefly discussed; the City is responsible for maintaining the Paseo.

n. Need for Use of Current Project Approval System. Briefly discussed; no action recommended.

o. Que Paso. As part of the 2008 Budget formulation, the Board agreed to limit Que Paso distribution to once a quarter during the swim off-season, and distribute monthly during the swim season.

p. Cost of Social Events. The Board discussed tighter monitoring of expenses related to social events. (e.g. The Halloween Haunted House cost \$403.45 to run, but only raised \$143.00 income. The Turkey Fest cost \$314.97 to run and raised \$336.00 in income.) Henceforth, a chairperson will be appointed for each social event. The chairperson will have to present a proposed event budget before the event is approved.

q. Funding that has to be spent. Briefly discussed; no action recommended.

r. Purchasing binders, highlighters and dividers for Board and Architectural Committee. Briefly discussed; no action recommended.

8. Adjournment. With all business concluded, the meeting was adjourned at 9:40 p.m. (Chris motioned to adjourn the meeting; Cheryse seconded the motion. All approved the motion; there were no objections.)