

**THE MINUTES OF THE MEETING  
OF THE  
BOARD OF DIRECTORS  
OF THE  
SUNDANCE HOMEOWNERS ASSOCIATION**

March 20, 2018

**CALL TO ORDER**

The following are the Minutes of the Meeting of the Board of Directors of **Sundance Homeowners Association**, held on March 20, 2018, at the Sundance clubhouse, Cerritos, CA. A **Quorum** was present and the meeting was called to order at 6:00 p.m.

**BOARD MEMBERS PRESENT**

Peggy Paddock, President; Jane Arellano, Vice President; Dorothy Gutierrez, Treasurer; Trudy Shiroma, Director at Large.

**BOARD MEMBERS ABSENT**

Suzanne Neal, Secretary.

**MANAGEMENT**

Valerie Cuonzo, The Management Trust (TMT), was also present.

**HOMEOWNERS FORUM** – None.

**EXECUTIVE MEETING SUMMARY**

Management reported that at the Executive Meeting of March 20, 2018, the Board reviewed delinquencies and held hearings.

**APPROVAL OF CONSENT CALENDAR**

The Board unanimously approved the Consent Calendar as follows:

- Approval of the February 20, 2018, Board Meeting Minutes as presented.
- Review of the February 20, 2018, Annual Membership Meeting Minutes as revised – Management to add vote totals.
- Approval of the February 20, 2018, Organizational Meeting as revised – Management to add vote totals.
- **Liens Approved:** None.

## **MANAGEMENT REPORT**

Management included in the Board Meeting packet the Action List of February 20, 2018, and Site Review of March 16, 2018, for Board review. The Board noted no major issues.

**Reserve Payments Approved:** None.

## **COMMITTEE REPORTS**

**Architectural:** No report.

**Landscape:** Written report provided by Jane Arellano was reviewed noting no major issues. Ms. Arellano reported on the February 26, 2018, meeting she attended with other Cerritos HOAs and city representatives to discuss city tree regulations for HOAs. The city issued draft tree guidelines and Ms. Arellano has responded with comments.

**Parking:** No report.

**Communications/Website:** No report.

**Clubhouse:** No report.

## **UNFINISHED BUSINESS**

**Rules Revisions:** Management to mail to Homeowners for 30-day review. Management also agreed to talk to legal counsel about solar panel rules.

## **NEW BUSINESS**

**Patrol One Technology Service:** Email from Patrol One reviewed introducing its new technology-based parking approval platform. The Board requested Management invite a Patrol One representative to the July 2018 meeting to explain the program.

**Tree Trimming:** Dorothy Gutierrez moved to approve an expenditure of **\$18,295** with **Sunset Landscape** for 2018 tree trimming. Jane Arellano seconded the motion, which passed unanimously.

**Polling Places:** Sundance will host polling places on June 5/November 6, 2018.

**2017 Audit:** Trudy Shiroma moved to approve the 2017 audit prepared by Robert Owens, CPA, and sign the representation letter. Dorothy Gutierrez seconded the motion, which passed unanimously.

**Reimbursement Request:** Trudy Shiroma moved to reimburse webmaster, Raul Reyes, \$14.99. Dorothy Gutierrez seconded the motion, which passed unanimously.

**TREASURER'S REPORT**

**February 2018 Financial Report:**

Cash Operating .....	\$217,630.44
Cash Reserves .....	\$1,781,908.06
<b>Total Liabilities and Equity</b> .....	<b>\$2,036,481.25</b>
Income .....	\$61,999.88
Expenses .....	\$54,295.72
<b>Excess Revenue over Expenses for February</b> .....	<b>\$7,704.16</b>
<b>Excess Revenue over Expenses YTD</b> .....	<b>\$7,618.71</b>

**Variances:**

**GL 6029 Internet Services**

Variance for the month: ..... \$4.27  
Variance for the year: .....-\$99.34

**GL 6120 Landscape Maintenance**

Variance for the month:  
Variance for the year: ...-\$1,443.50

**GL 6126 Tree Maintenance**

Variance for the month:  
Variance for the year: .....-\$780.14

**GL 6132 Irrigation Repairs**

Variance for the month:.....\$815.30  
Variance for the year:.....\$1,940.30

**GL 6352 Pool Repairs**

Variance for the month:.....-\$488.17  
Variance for the year:.....-\$402.84

**GL 6510 Utilities Gas**

Variance for the month:.....-\$207.08  
Variance for the year:.....-\$620.78

**Funds Transfers Approved:** Dorothy Gutierrez moved to electronically transfer \$60,000 from Alliance Association Bank reserve checking account to Raymond James cash reserve account for investing. Trudy Shiroma seconded the motion, which passed unanimously.

**CORRESPONDENCE**

Reviewed as submitted. No action was necessary.

**NEXT MEETING(S)**

**Executive Meeting:** Tuesday, April 17, 2018, 5:45 p.m.

**Board Meeting:** Tuesday, April 17, 2018, 6:00 p.m.

**ADJOURNMENT**

The Board Meeting adjourned at 7:04 p.m. An Executive Meeting was held prior to the Board Meeting to discuss delinquencies, legal matters and hold hearings.

Prepared by: Pam Dingwell, Recording Secretary (RSI)

Approved by:

Jane Barcellano      04/16/18  
Date

**Sundance Homeowners Association**

As Submitted X As Amended \_\_\_\_\_

**END OF FILE**