

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

June 16, 2020

CALL TO ORDER

The following are the Minutes of the Meeting of the Board of Directors of **Sundance Homeowners Association**, held on June 16, 2020, at the Sundance clubhouse, Cerritos, CA. A **Quorum** was present and the meeting was called to order at 6:15 p.m.

BOARD MEMBERS PRESENT

Jane Arellano, President; Mark Gross, Vice President; Trudy Shiroma, Secretary; Kavita Anand, Treasurer (via phone).

BOARD MEMBERS ABSENT – None.

MANAGEMENT

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

HOMEOWNERS FORUM

12528 Sleepyhollow: Homeowner thanked the Board for its current efforts to address mosquito issues but suggested more aggressive abatement.

EXECUTIVE MEETING SUMMARY

Jane Arellano reported that at the Executive Meeting of June 16, 2020, the Board approved minutes, reviewed delinquencies and held hearings.

APPROVAL OF CONSENT CALENDAR

The Board unanimously approved the Consent Calendar as follows:

- Approval of the May 19, 2020, Board Meeting Minutes as presented.
- **Liens Approved:** None.
- **Foreclosures Approved:** None.

MANAGEMENT REPORT

Management included in the Board Meeting packet the Action List of May 19, 2020, and Site Review of June 9, 2020. The Board noted no major issues.

Reserve Payments Approved: \$1,189 to Straight Line Construction.

COMMITTEE REPORTS

Architectural: The Board continues to develop doorbell specifications.

Landscape: Written report from Jane Arellano reviewed. No major issues noted.

Communications/Website: No issues.

Clubhouse: No issues.

UNFINISHED BUSINESS

Rules Revisions:

- **Penalty Fine Schedule:** Mark Gross moved to approve the following penalty fine schedule for the Rules and Regulations. Trudy Shiroma seconded the motion, which passed unanimously. Legal counsel will update the Rules and Regulations accordingly.
 - 1st Violation – warning
 - 2nd Violation (Repeat Violations) - \$50
 - 3rd Violation (Repeat Violations) - \$75
 - 4th Violation (Repeat Violations) - \$100

- **Sundance Fine Policy:** Mark Gross moved to approve the “Sundance Fine Policy” to be included in the Rules and Regulations as outlined in Pages 27-29 of the meeting packet. Kavita Anand seconded the motion, which passed unanimously.

2020 Tree Removals: Tabled. Jane Arellano agreed to contact the city to request documentation related to Great Scott’s tree removal request. Trudy Shiroma moved to appoint Ms. Arellano as the sole contact person for trees and the person to complete all tree removal applications. Mark Gross seconded the motion, which passed unanimously.

RV Lot Cleanup: In progress. The RV lot rental agreement is also in the process of being revised.

NEW BUSINESS

RV Lot Asphalt Repair Specifications: Mark Gross moved to approve an expenditure of **\$2,500** with **LaBelle Marvin** for consulting services to develop asphalt repair specifications for the RV lot. Trudy Shiroma seconded the motion, which passed unanimously.

Pools Re-Opening: Mark Gross moved to direct Management to contact legal counsel for guidance on re-opening the pools with COVID-19 rules and development of sign language. Kavita Anand seconded the motion, which passed unanimously.

Mosquito Abatement Proposal: Tabled – no action taken.

TREASURER'S REPORT

May 2020 Financial Report:

Cash Operating	\$189,767.54
Cash Reserves	\$2,344,469.00
Total Liabilities and Equity.....	\$2,574,844.55
Income	\$65,604.47
Expenses	\$55,456.56
Excess Revenue over Expenses for May	\$10,147.91
Excess Revenue over Expenses YTD.....	(-\$8,143.41)

Variiances:

GL 6510 Utilities Gas

Variance for the month: \$1,074.04
 Variance for the year: \$659.91

Funds Transfers: Mark Gross moved to direct Raymond James not to reinvest CDs that mature; rather, allow CDs to automatically transfer to the Raymond James money market account when mature. Trudy Shiroma seconded the motion, which passed unanimously.

CORRESPONDENCE

Reviewed as submitted. No action was necessary.

NEXT MEETING(s)

Executive Meeting: Tuesday, July 21, 2020, 6:00 p.m.

Board Meeting: Tuesday, July 21, 2020, after the Executive Meeting.

ADJOURNMENT

The Board Meeting adjourned at 8:30 p.m. An Executive Meeting was held prior to the Board Meeting to hold hearings, approve minutes and review delinquencies.

Prepared by: Pam Dingwell, Recording Secretary (RSI)

Approved by:

Janet Arellano 07/21/20
 Secretary Date

Sundance Homeowners Association

As Submitted As Amended

END OF FILE