

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

July 17, 2018

CALL TO ORDER

The following are the Minutes of the Meeting of the Board of Directors of **Sundance Homeowners Association**, held on July 17, 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; Suzanne Neal, Secretary; Dorothy Gutierrez, Treasurer.

BOARD MEMBERS ABSENT

Trudy Shiroma, Director at Large.

MANAGEMENT

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

HOMEOWNERS FORUM

12540 Pinegrove: Homeowner noted the tree behind the unit needs to be trimmed. Management noted tree trimming is scheduled for August.

16525 Poppyglen: Homeowner discussed a violation letter he received about the condition of his security screen door. The Board agreed to assess Homeowner's screen door condition. Homeowner also expressed concerns about landscaping.

GUEST SPEAKER

Mike Bancroft of Patrol One provided an overview of Patrol One's new digital patrol/permit system with license plate recognition. The Board agreed to discuss transitioning to the new system.

EXECUTIVE MEETING SUMMARY

Management reported that at the Executive Meeting of July 17, 2018, the Board reviewed delinquencies, held hearings and discussed legal issues.

APPROVAL OF CONSENT CALENDAR

The Board unanimously approved the Consent Calendar as follows:

- Approval of the June 19, 2018, Board Meeting Minutes as presented.
- **Liens Approved:** None.

MANAGEMENT REPORT

Management included in the Board Meeting packet the Action List of June 19, 2018, and Site Review of July 9, 2018. The Board noted no major issues.

Reserve Payments Approved: \$680 to Landis Williams.

COMMITTEE REPORTS

Architectural: No major issues

Landscape: Written report provided by Jane Arellano was reviewed noting no major issues.

Parking: No requests.

Communications/Website: No report.

Clubhouse: No report.

UNFINISHED BUSINESS

Rules Revisions: Additional revisions ongoing. Suzanne Neal moved to approve a Solar Installer Indemnity Agreement as submitted by legal counsel. Jane Arellano seconded the motion, which passed unanimously. The agreement will be included with revised Rules and Regulations for 30-day review.

Reserve Study: In progress.

Clubhouse Window Replacement: Proposals pending.

NEW BUSINESS

Wrought Iron Fence Painting: Tabled to August.

TRAC Program: Information regarding the Trust Risk Assessment and Compliance (TRAC) program reviewed. The program provided by The Management Trust is a reserve project risk management service to review reserve project contracts.

2018 Audit/Tax Return Preparation: Suzanne Neal moved to approve an expenditure of **\$925** with **Newman & Associates** for the 2018 audit and tax return preparation. Jane Arellano seconded the motion, which passed unanimously.

NEW BUSINESS (Cont.)

Patrol One – New System: The Board agreed to discuss Patrol One's new digital patrol/permit system in August.

TREASURER'S REPORT

June 2018 Financial Report:

Cash Operating	\$236,787.19
Cash Reserves	\$1,868,314.66
Total Liabilities and Equity.....	\$2,128,706.99
Income	\$62,989.39
Expenses	\$56,289.74
Excess Revenue over Expenses for June.....	\$6,699.65
Excess Revenue over Expenses YTD.....	\$19,385.28

Variations:

GL 6010 Office and Postage

Variance for the month:\$775.96
Variance for the year:\$1,719.46

GL 6102 R&M Maintenance

Variance for the month: \$1,105.33
Variance for the year:\$7,461.98

GL 6124 Landscape Additions

Variance for the month:\$708.00
Variance for the year: ...-\$6,435.22

GL 6132 Irrigation

Variance for the month:\$812.79
Variance for the year:\$4,569.46

GL 6152 Electrical

Variance for the month:\$54.67
Variance for the year:\$1,394.02

GL 6450 Guard Service

Variance for the month:\$77.83
Variance for the year:-\$1,043.62

Funds Transfers Approved: Dorothy Gutierrez moved to transfer \$60,000 from Alliance Association Bank reserve checking account to Raymond James to be invested in a CD. Suzanne Neal seconded the motion, which passed unanimously.

CORRESPONDENCE

Reviewed as submitted. No action was necessary.

NEXT MEETING(s)

Executive Meeting: Tuesday, August 21, 2018, 5:45 p.m.

Board Meeting: Tuesday, August 21, 2018, 6:00 p.m.

ADJOURNMENT

The Board Meeting adjourned at 7:45 p.m. to reconvene the Executive Meeting. The Executive Meeting was held prior to and after the Board Meeting to discuss delinquencies, legal matters and hold hearings.

Prepared by: Pam Dingwell, Recording Secretary (RSI)

Approved by:

 8/21/18
Suzanne Neal, Secretary Date

Sundance Homeowners Association

As Submitted _____ As Amended _____

End of File.