

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

October 3, 2017

CALL TO ORDER

The following are the Minutes of the Meeting of the Board of Directors of **Sundance Homeowners Association**, held on October 3, 2017, 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; Dorothy Gutierrez, Treasurer; Suzanne Neal, Director at Large.

BOARD MEMBERS ABSENT

Jane Arellano, Vice President; Trudy Shiroma, Secretary.

MANAGEMENT

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

HOMEOWNERS FORUM

No major issues noted.

EXECUTIVE MEETING SUMMARY

Management reported that at the Executive Meeting of August 29, 2017, the Board reviewed delinquencies and held hearings.

APPROVAL OF CONSENT CALENDAR

The Board unanimously approved the Consent Calendar as follows:

- Approval of the August 29, 2017, Board Meeting Minutes as presented.
- **Liens Approved:** None.

MANAGEMENT REPORT

Management included in the Board Meeting packet the Action List of August 129, 2017, and Site Review of September 27, 2017, for Board review. The Board noted no major issues.

MANAGEMENT REPORT (Cont.)

Reserve Payments Approved: \$7,224.74, \$18,577.16 and \$15,484.11 to Premier Painting; \$3,000 to Landis Williams.

COMMITTEE REPORTS

Architectural: No report.

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

Parking: No report.

Communications/Website: No report.

Clubhouse: No report.

UNFINISHED BUSINESS

Rules Revisions: Attorney review in progress.

Bylaws Revisions: New balloting materials will be mailed to Homeowners and the meeting to vote on bylaw revisions will be rescheduled to coincide with the December 5, 2017, annual membership meeting/election.

Tree Trimming: To be completed by October 4, 2017.

Roof/Rain Gutter Cleaning: Scheduled to begin November 13, 2017.

NEW BUSINESS

2018 Budget: The Board reviewed two proposed budgets for 2018. Dorothy Gutierrez moved to approve a budget with an approximate 4% increase in dues. Suzanne Neal seconded the motion, which passed unanimously.

Pool Heating: Pool heater will be turned off for the winter beginning in October.

2016 Audit: Dorothy Gutierrez moved to approve an expenditure of \$1,400 with Robert A. Owens, CPA to perform the 2017 audit and tax return preparation. Suzanne Neal seconded the motion, which passed unanimously.

Landscape Proposals: Dorothy Gutierrez moved to approve the following expenditures with Sunset Landscape. Suzanne Neal seconded the motion, which passed unanimously.

- \$860 per month for additional landscape maintenance hours.
- \$480 to drill two drain cores at the pool per proposal #723.

NEW BUSINESS (Cont.)

Stucco Repair Proposal: A proposal from Landis Williams for stucco repairs was reviewed. The Board agreed to have landscapers adjust sprinklers away from buildings and plant flowers/shrubs to conceal flaking paint until repairs can be made during the painting cycle.

Woodcrete Repair: Management agreed to coordinate a test repair on a woodcrete column.

Pool Barbeque: Management agreed to have MG Maintenance check the gas line connection.

TREASURER’S REPORT

The August 2017 financial report was unavailable for review. The Board unanimously approved the following funds transfers:

- Transfer \$100,000 from Alliance Association Bank to Raymond James reserve account; combine sum with \$101,450.97 currently in Raymond James reserve account and invest total in laddered CDs at the best rate;
- Reinvest \$52,000 and \$100,000 from Raymond James CDs that recently matured in laddered CDs at the best rate.

CORRESPONDENCE

Reviewed as submitted. No action was necessary.

NEXT MEETING(S)

Executive Meeting: Tuesday, November 7, 2017, 5:45 p.m.

Board Meeting: Tuesday, November 7, 2017, 6:00 p.m.

Membership Meeting–Bylaws Revisions/Annual Election: Tuesday, December 5, 2017.

ADJOURNMENT

The Board Meeting adjourned at 7:07 p.m. to convene the Executive Meeting to discuss delinquencies, legal matters and hold hearings.

Prepared by: Pam Dingwell, Recording Secretary (RSI)

Approved by:

Jane & Arellano 11/07/17
Date

Sundance Homeowners Association

As Submitted X As Amended _____

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