

SURFSIDE III CONDOMINIUM ASSOCIATION
OPEN MEETING MINUTES
SATURDAY, JULY 13, 2019

OWNER'S QUESTIONS

Each homeowner wishing to make comments to the Board is required to sign in prior to the start of the meeting. The comments will be taken in turn during the Open Forum and the homeowner will be given 3 minutes to speak. Comments may or may not be addressed by the Board at that time. Homeowners may not give their time to another homeowner.

1. **CALL TO ORDER** **10:00 am**
Andy Santamaria – President - Present
Randy Stokes – Vice -President - Present
Page LaPenn – Treasurer - Present
Lya Findel– Secretary - Present
Carol Falin – Director - Present
Jennifer Gannon – Customer Service Representative - Present

EXECUTIVE SESSION SUMMARY – 06219 Special Meeting – discussed earthquake insurance contract; 071319 Executive meeting – discussed pending litigation, employee training by using the employee handbook, and break time documentation.

GUEST/PRESENTATION - None at this time

2. **OPEN FORUM**
3. **EMERGENCY ADDITIONS TO AGENDA – Andy Santamaria moves, Carol Falin seconds, to add an Architectural Application to the agenda for 918 Lighthouse Way which proposes to install new windows and sliding doors to the unit. Motion passes 5-0.**
4. **CONSENT AGENDA – Randy Stokes moves, Lya Findel seconds, to approve the Consent Agenda. Motion passes 5-0.**
Expenditures
 - \$4,326 – Natural Green – Monthly Landscape Service
 - \$1,700 – Lordon Management – Monthly Management Fee
 - \$675 – S&J Environmental Testing – Mold Testing
 - \$700 – Natural Green – Tree Removal
 - \$554 – Ventura County Annual Pool/Spa Permit
 - June 8, 2019 Minutes
5. **COMMITTEE REPORTS**
 - Beautification Committee – **No report**
 - Budget Committee – **No report**
 - Enhancement Committee – **No report**
 - Rules and Regulations Committee – **No report**
 - Welcoming Committee – **No report**
6. **OFFICER REPORTS**
 - President –
 - Earthquake Awareness – **Earthquake awareness topics were discussed**
 - Vice-President –
 - CC&R Update – **Awaiting further ballot submittals**

- Treasurer –
 - Financial Update –
 - Report on delinquent owner's accounts and recommendation to be provided – **Page LaPenn moves, Randy Stokes seconds, to authorize Jen Gannion to follow the Davis Sterling guidelines for addressing payment delinquencies. Motion passes 5-0. Jen Gannion spoke on the delinquency policy and what the steps are to be followed when a homeowner is in arrears on their assessments.**
 - Discussion of authorization to allow Amy Bruder, a paralegal and wife of Randy Stokes, to categorize/organize the COA storage file room documents. **Page LaPenn moves, Lya Findel seconds, to authorize Amy Bruder to catalog all documents in the storage room. Motion passes 5-0.**
 - Board Approval of Association Finances - **Page LaPenn moves, Lya Findel seconds, to accept the financial report. Motion passes 5-0.**
 - Secretary –
 - Newsletter – **July 28th is the Newsletter article submittal deadline**
 - Gate Opener Clickers – **Page LaPenn moves, Randy Stokes seconds, to prohibit the purchase of the entry gate clickers with cash; that the Homeowner information form contain a disclaimer that the owner will be billed when clickers or key cards are provided to a tenant or to an owner. Motion passes 5 -0.**
 - Discussion on COA use of Locksmith Services – **Discussion was held on the circumstances whereby a locksmith will be used by the COA.**
 - Director –
 - Status Report on Installation of Basketball Court Improvements – **Basketball backboards and hoops are being delivered and will be installed soon.**
7. **ARCHITECTURAL APPLICATIONS – Lya Findel moves, Randy Stokes seconds, to approve 918 Lighthouse Way's architectural application – new windows and sliding doors to meet COA standards. Motion passes 5 -0.**
8. **LIENS - None at this time**
9. **NEXT MEETING – The next meeting will be held at 10:00am, August 10, 2019 in the Clubhouse.**
10. **MEETING ADJOURNED – Meeting adjourned at 11:10am.**

Andres Santamaria