

**SURFSIDE III CONDOMINIUM ASSOCIATION
OPEN AGENDA MINUTES
SATURDAY, NOVEMBER 9, 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.

CALL TO ORDER THE ANNUAL ELECTION MEETING 10:00 am – Mr. James Stewart, Parliamentarian, stated that only 119 ballots had been received and 155 (50%) were needed to open the ballots. Therefore the ballots will be opened at the December 7, 2019 Board Meeting.

- a) **Determination and Announcement of Quorum or Lack of Quorum**
- b) **Proof of Notice of Meeting**
- c) **Reading of the Minutes of the Last Annual Meeting and approval by the members**
- d) **Presentation of the Financial Report and approval of the Tax Resolution by the members**
- e) **Ballot Tabulation**
- f) **Results of the Election**
- g) **Board organization – Board elects its officers**
- h) **Adjournment of the Annual Meeting**

1. **CALL TO ORDER OF REGULAR MEETING 10:10 am**
Andy Santamaria – President - Present
Randy Stokes – Vice -President - Present
Page LaPenn – Treasurer - Present
Lya Findel– Secretary – Present; left at 11:45 am
Carol Falin – Director - Present

EXECUTIVE SESSION SUMMARY – Discussions were held regarding: the award of a \$5,000 gutter cleaning contract to Tri-County Power Washing. Second low bidder for \$5,000, AWC Professional Window Cleaning, did not submit a complete scope of work. Third low bidder of \$5,180 was Conejo Valley Rain Gutters; issues with owner compliance; policy prohibiting Surfside III staff from working on-site for Surfside III owners/residents; policy on setting hiring conditions for relatives of staff and Directors; award of staff bonuses; approval of Executive Meeting.

GUEST/PRESENTATION - None

2. **OPEN FORUM**
3. **EMERGENCY ADDITIONS TO AGENDA - None**
4. **CONSENT AGENDA – Randy Stokes moves, Lya Findel seconds, to approve the Consent Agenda. Motion passes 5-0.**
Expenditures (sample)
- \$6,062 – Pool Re-Plastering
 - \$4,763 – COA Insurance
 - \$4,542 – Elevator Service
 - \$2,790 – Pavement Repair
 - \$1,680 – Ceiling Repair
 - \$1,250 – CPA fee

- \$965 – Drywall repair
- \$759 – Worker’s Comp Insurance Premium
- \$500 – Sen Earth PC program
- \$395 – Frontier Communications phone bill
- \$342 – Keys to be sold to owners
- October 12, 2019 Minutes

5. COMMITTEE REPORTS

- Beautification Committee – **No Report**
- Budget Committee – **No Report**
- Enhancement Committee – **No Report**
- Rules and Regulations Committee – **No Report**

6. OFFICER REPORTS

- President – **CC&R Ballot Tabulation**
 - **Determination and Announcement of Quorum or Lack of Quorum**
 - **Ballot Tabulation**
 - **Results of the Election – Mr. James Stewart, Parliamentarian, stated that only 180 ballots had been received and 232 (75%) were needed to open the ballots. Therefore, the ballots will be opened on December 7, 2019.**
 - **Recreational Vehicle Parking Permit – Page LaPenn moves, Lya Findel seconds, to approve the permit as amended. Motion passes 4-0 with Carol Falin abstaining due to a conflict of interest.**
 - **Clubhouse Rule 9 – Clubhouse food restriction rule – Randy Stokes moves, Lya Findel seconds, to approve Rule 9 as presented. Motion passes 5-0.**
 - **Flag Policy – No action taken.**
- Vice-President –
 - **Solar Policy discussion – Lya Findel moves, Carol Falin seconds, to approve the submittal of Solar Policy to the owners for the 28 day review period. Motion passes 5-0.**
 - **Pending Laws affecting COAs – Discussion held.**
- Treasurer –
 - **Budget Approval – Page LaPenn moves, Randy Stokes seconds, to approve the budget which includes a \$31/unit/month assessment increase. Motion passes 5-0.**
 - **Financial Update – No Report**
 - **Board Approval of Association Finances – Andy Santamaria moves, Page LaPenn seconds, to approve the SB2912 document regarding review of association finances. Motion passes 4-0 since Lya Findel was absent at this time.**
- Secretary –
 - **Newsletter – Article submittal is November 25, 2019.**
 - **Website status – Discussion held**
- Director – **No Report**

7. ARCHITECTURAL APPLICATIONS – REVIEW/APPROVAL/DENIAL

- **651 Sunfish Way – Installation of vinyl plank flooring with approved underlayment and installation of security door, 2nd floor, Building 3 – Randy Stokes moves, Carol Falin seconds, to approve the architectural application. Motion passes 4-0 since Lya Findel was absent at this time.**
- **644 Sunfish Way – Installation of front door and a security door, 3rd floor, Building 2 – Page LaPenn moves, Randy Stokes seconds, to approve the architectural application. Motion passes 4-0 since Lya Findel was absent at this time.**
- **910 Lighthouse Way – Installation new flooring with approved underlayment, sliders, windows, screen door, and remodel bathroom shower by extending the shower head. Page LaPenn moves, Randy Stokes seconds, to approve the architectural application. Motion passes 4-0 since Lya Findel was absent at this time.**

8. **LIENS** - Four homeowners being issued liens for a total of \$6,214.04 (\$1,168.46; \$2,365.24; \$1,399.32; \$1,281.02) – Page LaPenn moves, Randy Stokes seconds, to authorize the issuance of the four liens. Motion passes 4-0 since Lya Findel was absent at this time.
9. **NEXT MEETING** – The next meeting will be held at 10:00am, December 7, 2019 in the Clubhouse.
10. **MEETING ADJOURNED** – Meeting adjourned at 11:58 am.

A. Santamaria
