

**MVHOA #2 Minutes for the regular meeting December 2, 2019 at the 8654 Andromeda Rd, 92126**

Board Attendees.

Presented: Steve Duescher (President), Deb McManus (Vice President), Brendan Duggan (Treasurer), Predrag Markovic (Secretary), Dave Breidenbach.

Absent: Cyndy Bell, Charles Cowan.

Accountant: Mary Rogers, present.

Meeting called to order by Steve at 7:03pm

Secretary's Report

Dave moved to approve the Minutes of the regular board meeting on November 18, 2019.

Brendan seconded. Motion carried.

Treasurer's Report

a. Finances

	December 2	November 18	October 14
Checking:	\$ 15,692.24	\$ 16,132.81	\$ 18,974.32
Savings:	\$ 108,974.97	\$ 109,965.96	\$ 109,956.62
Income:	\$ 1,096.13	\$ 1,737.17	\$ 891.87
Expenses:	\$ 2,537.69	\$ 4,578.68	\$ 9,814.77
Transfer:	\$ -1,000.00	\$ 0.00	\$ 41,400.00

Deb moved to approve Treasurer's Report. Dave seconded. Motion carried.

Bookkeeper's Report

Account receivable aging summary was presented.

Pre-lien status was presented.

Mary rewrote and presented the Assessment Collection Policy update. Spent 3.8 hours rewriting document.

Mary presented options to get a pre-lien letter made by her or by lawyer.

Mary will send the email address list of the homeowners who applied to receive correspondence by email.

Correspondence/Homeowner Comments (Email/Phone/Letters)

Covered.

**Old Business**

1. Illegal dumping letter

Acknowledged the letter was sent.

2. Telephone Replacement

Telephone has been replaced. Steve.

In process of setting voice mail. Deb/Predrag.

3. Assessment Collection Policy update.

Predrag moved to give the existing lawyer firm Epsten, Grinnell & Howell the updated Assessment Collection Policy for reviewing, and modifying if necessary, not exceeding \$350 in expenses. Deb seconded. Motion carried.

Brendan will contact the lawyer.

4. Collection Letter update.

Mary will send an example of the collection letter update to Board by email.

5. Christmas decoration content, December 19th to 25th, 6-8pm.

Deb moved to spend up to \$100 for Christmas decoration contest gift cards. Dave seconded. Motion carried.

Brendan will buy gift cards and post information on website.

6. Billing and Newsletter

The first draft of the newsletter was presented. Discussion was covered.

7. Pool Resurface.

Made \$1000.00 down payment to Contractor. Contractor is in the process of getting city permit.

8. Electrical Panel Replace.

The site walk was performed. Electrical lines are not accessible. There are 3 feet of paving stones that need to be lifted.

Deb and Steve will contact the homeowner.

9. Folding and stuffing

December 10, 7pm at 8654 Andromeda Rd, 92126

10. Pri-lien process

Discussion was covered about process and lawyer firms.

The decision was to stay with existing lawyer firm Epstein, Grinnell & Howell.

Dave moved to keep process creating and sending the pre-lien letters for delinquent accounts MV2-5459, MV-5478, MV2-5239, MV2-5426, MV2-5386 and MV2-5180 and request Mary to use services of the existing HOA's lawyer firm for this purpose. Deb seconded. Motion Carried.

This step will be processed after the lawyer firm review the Assessment Collection Policy, Item 3 above.

Predrag will inform Mary about Board's decision.

**New Business**

Next Board Meeting

The next regular meeting is scheduled for January 13, 7pm at 8654 Andromeda Rd, 92126.

Adjournment

Dave moved to adjourn the meeting at 8.04pm. Brendan seconded. Motion carried.

Minutes made by Predrag Markovic, Dec. 12, 2019.  
pmarkovic2009@yahoo.com