

Surfside I HOA
199 E. Surfside Dr. Port Hueneme, CA 93041
Board of Directors Meeting
Regular Session Minutes
December 14, 2011

- 1) **CALL TO ORDER:** President Oppenheimer called the meeting to order at 6:04 PM. Board Members present: Matt Oppenheimer - President, Marty Duran - 1st VP, Stan Patrick – 2nd VP, William Maddigan- Treasurer and Derek Sloan - Secretary. Staff Present: Dianne Ramirez - Community Manager

Homeowners Present: Clara Barany – Unit #284, Terry Smith – Unit #313, Kathy Gavin – Unit #314, Galoppo So and Debi -#377.

- 2) **BLACKPOINTE GROUP SIDING PROJECT UPDATE:** Victor from Blackpointe Group presented updated drawings from Architect provided by the city of PH. Sketches showed sideburns on each building being brought down to the ground with siding attached to sideburns, which increased the price. The board asked Victor to get new pricing for keeping sideburns at current length and to provide a colorized version of the changes at no cost to the HOA.
- 3) **HOMEOWNER FORUM:** Homeowners were present to discuss upcoming mansard siding project, concerns of bat sightings on the property and to suggest that the board set restrictions as to what percentage of units can be used as rentals.
- 4) **COMMITTEE REPORTS: No committees at this time.**
- 5) **SECRETARY’S REPORT:**

A. Approval of Minutes: Board of Directors meeting 11/15/11

President Oppenheimer **MOVED** to approve minutes as amended. 2nd by 2nd VP Patrick. **CARRIED 5-0.**

B. Correspondence:

- #313 – Credit Card Processing comments
- #377 - Noise level from upper unit – discussed in Executive Session
- #318 – Holiday party

TREASURER’S REPORT:

A. Monthly Treasurer’s Report 11/1/11-11/30/11

- B. Delinquency Report:** Treasurer Maddigan **MOVED** to lien item 5 (lot #46). 2nd by President Oppenheimer. **CARRIED 5-0.**

Treasurer Maddigan **MOVED** to have the HOA have a review of the books. 2nd by Secretary Sloan. **CARRIED 5-0.**

- J. Committees:** Secretary Sloan **MOVED** to give President Oppenheimer a \$3000 budget for the stair matching and replacement project. 2nd by 1st VP Duran. **CARRIED 5-0.**

President Oppenheimer **MOVED** to establish two committees: Maintenance Committee with 1st VP Duran and Secretary Sloan who are pre-approved up to \$3000 per incident relating to general maintenance, safety and facility integrity and a Landscape Committee not to exceed \$1000 per incident and overall not to exceed the annual budget for each committee. 2nd by 1st VP Duran. **CARRIED 5-0.**

President Oppenheimer **MOVED** that any capital expenses need approval by the President or Treasurer. 2nd by Secretary Sloan. **CARRIED 5-0.**

- K. Spending Caps:** Included in motions stated in item J.

- L. Presentation of Motions:** Tabled until January Meeting

7) NEW BUSINESS:

- A. Owner annual registration requirement:** Board stated it was okay to send out new owner forms with next newsletter and ask owners to fill them out but not to require it.
- B. Rental/lease Agreement requirement:** No need for these
- C. Neighborhood Watch Program:** Okay for residents to get involved on their own - no board approval needed.
- D. Stairs that require replacing:** Included in item J of Old Business.
- E. #378 Architectural Modification for sliding doors:** Secretary Sloan **MOVED** to approve. 2nd by 2nd VP Patrick. **CARRIED 5-0.**

8) MAINTENANCE/MANAGERS'S REPORT:

Discussed bicycles in bike stands that are in really bad shape and asked Dianne to find out what past procedure has been and send notice in newsletters to notify owners. .

- A. Walkthrough notes:** send updated list to President Oppenheimer with items that have been completed.

- 9) ADJOURNMENT:** President Oppenheimer **MOVED** to adjourn meeting at 9:48 PM. 2nd by Secretary Sloan. **CARRIED 5-0.**