

Board Meeting Minutes
Deane Gardenhomes Association

Date: July 30, 2024

Time: 6:30 pm

Location: 20252 Eastwood, Huntington Beach, CA

Attendees:

Lee Yamauchi, Deb Janus, Peggy McIntosh, Bobi Cuddihy, Marion (MJ) Lucero, Connie Rivera, Martha Werth

Apologies: Bob Gershman

1. Call to Order

The meeting was called to order at 6:30 pm by Lee.

2. Approval of the Agenda – correction to Board Member list – Deb Janus, Member at Large

3. Approval of Previous Meeting Minutes

The July 9th Minutes have been posted. June 27th Minutes are in the queue to be posted. Still missing the Annual Meeting and April 23rd Meeting Minutes.

4. Committee Reports

- a. Financial – Bobi provided financial statements through June 30th. All homeowners are paid in full. Discussed what is in the reserve account and what it should include. The Board decided that a 7-year plan should be created that outlines when painting projects will be due and estimated cost so that reserves can be estimated and established. Peggy is going to identify all the walls and Bobi and Kevin should be able to come up with the timing and costs, based on history. The budget is on track for 2024. Once we establish the reserves, the next step is a cashflow projection for year end to determine how much, if any, excess is available.
- b. Architecture – Peggy, Connie, Lee and Kevin walked the neighborhood to survey the current condition of the association. Peggy and Connie will meet with Kevin to discuss any open issues with lot owners and work on draft letters for future requests to owners. All agreed that we need to address construction projects with respect to guidelines for cleaning up, work hours and approval process will be established.

5. Follow up/discussion items

- a. Signers on the bank account will be Bobi, MJ and Lee. Bobi has the Minutes and the group will coordinate a bank visit within the next week.
- b. Board terms – need to determine how to stagger the board terms so that the Board will always have a mix of experienced and new members. The Board will evaluate current Board member terms against the CC&Rs. Members are to present various ideas at the next meeting.
- c. Deb provided the group with materials from the City of HB that have links to landscaping options. There are rebates available for using drought tolerant plants and smart irrigation timers. The Board wants this information posted on the website for owners to use as a resource. Martha stated that we should remind the lot owners that if they purchase the plants, the landscape company will plant them. Owners just need to reach out to Martha to coordinate the planting.

- d. The HOA website could be updated and improved - more content, photos, resources, links, etc. CR to research some options and provide new content layout ideas.
- e. Google drive – still having problems with everyone being able to access. CR is monitoring the email until everyone has access.
- f. Bobi has put all Board members on the signature card at the Post Office. MJ will have the 2nd key. Once Bobi is off the board, someone will have to register with the Post Office.
- g. Board job descriptions – MJ is going to head up the project.
- h. All agreed to put the landscape contract out to bid to ensure we are fulfilling our fiduciary duties to the homeowners. Lee will get three qualified commercial landscaping companies and create an RFP based on the current contract. Three bids will be the goal and references will be a priority item.

6.0 Action items

- create agenda for upcoming meetings (LY, CR)
- post Minutes and next meeting information on website (CR)
- identify walls that will need painting – both party walls and owner walls (PM)
- research cost and timing of painting walls for L-T planning
- Arch committee to meet with Kevin to review open issues
- Signers to visit bank and get added to account (LY)
- Create new content plan for website
- Finalize Board job descriptions (MJ)
- prepare RFP for landscape bid (LY)
- get access to Google Docs for all Board members (CR)
- get Minutes from prior meetings (LY)

8.0 Next Meeting

The next meeting is scheduled for September 17th at 6:30 pm at 20252 Eastwood.

9.0 Adjournment

The meeting was adjourned at 8:25 by MJ.

Minutes submitted by:
Connie Rivera, Secretary

Approved by: