

**Board Meeting Minutes**  
**Deane Gardenhomes Association**

**Date:** September 17, 2024  
**Time:** 6:30 pm  
**Location:** 20252 Eastwood, Huntington Beach, CA  
**Attendees:** Lee Yamauchi, Deb Janus, Peggy McIntosh, Bob Gershman, Marion (MJ) Lucero, Connie Rivera  
**Apologies:** Bobi Cuddihy

**1. Call to Order**

The meeting was called to order at 6:48 pm by Lee.

**2. Approval of Previous Meeting Minutes**

The minutes for the July 30<sup>th</sup> Minutes were missing some requested edits. CR to revise and get final approval.

The General Meeting Minutes from this year need to be sent out to the homeowners. out?

**3. Committee Reports**

a. Treasurer's Report – no report provided. For future meetings, reports should be provided in advance with the agenda, whether the Treasurer is present at the meeting or not.

b. Architecture Committee Report –

20311 Bancroft – portable toilet has been removed. Final approvals provided and construction should be starting again.

20272 Deervale – welcome letter sent to homeowner that reminds them that they need approval for exterior changes to the property.

Board approved letter templates for homeowners in violation of the CC&R's.

The monetary penalty schedule needs to be updated to reflect the standard HOA penalties. Deb is to check on the state standards.

Working on construction guidelines and associated monetary penalties.

**4. Old Business**

a. Bank account now has three signers; Lee, MJ and Bobi.

b. Google mail will remain in place until a better solution is identified. CR to continue to monitor emails.

c. All Minutes have been posted to the website. Revisions are needed for the 7/30<sup>th</sup> Minutes.

d. PO box signature card. Follow up needed from Bobi. Mail should be checked weekly.

e. Website – future project depending on outcome of google mail decision.

f. Wall painting budget – Peggy provided map of party walls to be painted. Follow up with Bobi for historical budget and timing.

## 5. New Business

- a. Air BnB. The CC&R's state that there are no short-term rentals less than 30 days allowed. Deb is to research City of HB laws on short-term rentals and determine expiration dates for permits. Our Goal is to restrict these type of vacation rentals in DGH.
- b. Painting curb address numbers. Agreement was reached that Bob would identify a curb painting company and a date would be set and communicated for all owners to have their curb address numbers painted unless they opt out.
- c. Poop bags. Peggy has put notes on the boxes asking people to not abuse the bag supply since they are paid for by the HOA. Some of the signs and boxes need to be relocated. PM and CR to follow up.
- d. Job descriptions. Discussed specific items and general flow of business to further refine the duties of the Board members. MJ to work on revisions. Discussed process for General Meeting and Elections. Suggestions were made to have a flowchart/checklist for all processes and procedures.
- e. General Welcome letter. The Board agreed that a general welcome letter needs to be sent out to new homeowners to let them know about the unique features of DGH. The letter will be sent by the VP.
- f. Landscape bids. Lee would like to have at least 3 companies to bid the contract this year – he currently has 2 candidates for the RFP, including the incumbent. Board members to provide one additional company to Lee ASAP.
- g. Removal of palms. Discussion was tabled until the next meeting as to what the long-term plan for removal of the palms should be. The continued cost and mess associated with the palm trees (not inside member walls) needs a plan of action.
- h. Landscape Committee. Lee made a motion to invite Martha to all Board Meetings to provide updated reports, but she is not required to stay for the duration of the meeting since she is not an appointed Board Member. MJ seconded the motion and all votes were yes. Approved.
- i. Two homeowners came to the meeting. They are new to the neighborhood and wanted to introduce themselves to the HOA Board.

### 6.0 Action items

- Financial reports – BC
- Mailing/handing out General Minutes
- Revise July 30<sup>th</sup> Minutes and post – CR
- Construction Guidelines – PM & CR
- Post office signature card status – BC
- Curb address painting vendor – BG
- Moving signs and boxes – PM & CR
- Update job descriptions – MJ
- General Welcome Letter – DJ to find old letter; MJ to draft new one
- Landscape bids – CR to provide a name, Martha has a name, try locate RFP

**8.0 Next Meeting**

The next Board Meeting is scheduled for November 19th at 6:30 pm at 20252 Eastwood.

**9.0 Adjournment**

The meeting was adjourned at 8:45 by MJ.

**Minutes submitted by:**

Connie Rivera, Secretary



**Approved by:**

Lee Yamauchi, President

