

Minutes of the Sunset Mesa Board of Directors Meeting

September 13, 2014

Meeting was held at 3652 Malibu Vista Dr, home of SMPOA Secretary, Shyam Amladi. The meeting was called to order by the President at 10.25 AM.

- 1) Present: all directors – Shyam Amladi, Gregg Bernstein, Terry Harper and Linda Kaye (President).
- 2) Linda informed the board about the following matters:
  - she has updated the homeowners' list relative to contact information and dues paid
  - she now has administrator access to the website and will be updating email addresses for all board members
  - storage locker rent has been pre-paid through July, 2015
  - it was agreed that from now on, monthly Board meetings will be held, as far as feasible, on Saturdays or Sundays in the month, instead of the current practice of tagging it with the Architectural Committee (AC) meeting
- 3) The board unanimously voted for Linda to reimburse Lisa Doctor \$300 for replacement dog-poop bags.
- 4) Burglaries and break-ins have increased within the complex. The Board has, in recent monthly newsletter has raised awareness and offered tips to homeowners on how to better prepare for such break-ins including providing contact information for ADT Alarm Company who has several customers they service in the complex. In response to the increase in incidents and some members' interest in addressing this issue, the Board has decided to appoint a special committee for the security within Sunset Mesa. Gregg Bernstein will chair the committee and be the Liaison for the Board. He and Linda will reach out to those with an interest in serving on this committee.
- 5) Linda appointed Terry Harper to Treasurer. She explained the duties to Terry. These include the following: bank records will be updated to show him as an authorized signatory for checks. Terry will continue the past Treasurers' practices for deposit, reporting and custodial duties, (e.g. picking up dues checks from the President, making copies of all incoming checks and deposits, monthly Stiffel and UBS statements, monthly Treasurer report to the Secretary before the monthly Board meeting). The Treasurer's report for August will be submitted with the next month's Board meeting. Shyam will order a new stamp for check endorsements.
- 6) Due to Linda's and the Board's initiatives (streamlining communication, explanation of Board's role and contribution in addressing neighborhood issues) the number of members who have paid 2014-15 dues has risen to 165 (each paying the increased dues of \$100)—more than doubling this number from previous year. Shyam will get together with Linda to finalize the Member list and identify non-paying members for follow up.
- 7) Painting of the curbside street numbers for dues-paying owners will be done in the spring of 2015; sooner if the contractor can free up crews from other projects.
- 8) Some residents/owners have expressed an interest in serving on committees or the Board. We will collect the names and contact the members. As always, the Board encourages everyone who is interested to contact any of the Board members.
- 9) The Board cleared the pending AC matters. The following determinations were made (homeowner's name in parenthesis):
  - 18253 Wakecrest (Shishido): site wall; stamped and approved
  - 3550 Surfwood (Tartavulll): 220 sf living space addition; no determination- not enough information was submitted, homeowner will be informed re: proposed site visit
  - 18230 Wakecrest (Tate/Azad): last plan submitted by homeowner was approved; however further changes have been noticed in the proposed build-out, homeowner will be contacted regarding proposed changes
  - 3710 Malibu Vista (Gorn): solar panel; stamped and approved as of April 3
  - 3709 Castlerock (Arborio): living space addition; site visit by AC/Board on Sept 20, 10 !M

Meeting adjourned at 12.15 PM



Shyam Amladi, Secretary