

## SMPOA Board Meeting Minutes – Sunday, July 9<sup>th</sup>, 2017

Attendance: Board members in attendance was Jeremy Cohen, Albert Cheng, Gregg Bernstein, Paulette Silver, Howard Gould and Linda Kaye. Marco Rufo and Larry Klein was absent. Special Issues Committee Chair Becky Rickley was present, as was Natasha Roit.

The SMPOA storage locker contains over 50 years' of documents, and is in need of constant reorganization to fit the current space. The Board discussed whether it makes sense to digitize all documents, but determined it would require a significant donation of time. Moving forward, home owners must include a set of digital plans along with any AC request to avoid administrative clutter and increase efficiency.

Discussion regarding the responsibilities of Board roles:

- Getty Liaison: Responsibilities include attending the quarterly Getty meetings. The meeting is held with four neighboring HOAs and reported back to Board and community in the Sunset Mesa-Ge. Also responsible for sharing monthly content around Getty events.
- Special Issues Committee Chair: Requires interaction with County/Local Government on policy and tactical issues, as well as community issues that non-standard requests. Becky Rickley has been performing this task and will continue to do so.
- Website Coordinator: Point of contact for other Board Members and community regarding website issues. Responsible for maintaining content, supervise backup and manage relationships with 3<sup>rd</sup> party service providers.
- Membership Coordinator: The Board has a list of community members who paid dues since 2011. Out of 487 homes, roughly 40 homeowners have refused to pay dues. The SMPOA collected dues of \$33,000 in the last month. Membership Coordinator will manage this database. Membership Coordinator is also responsible for reviewing homes for sale in Sunset Mesa, to distribute local area disclosures to listing agents.
- Sunset Mesa-Ge Coordinator: Production of the Mesa-Ge is paid for by advertisements of local service providers. Sunset Mesa-Ge costs include editing; \$550/month and delivery \$100/month.

Assignment of Board Role based on Board Votes:

- President: Linda Kaye
- Vice President: Marco Rufo
- Treasurer: Larry Klein
- Secretary: Jeremy Cohen

- AC Chair: Gregg Bernstein
- Getty Liaison: Howard Gould
- Membership Coordinator: Marco Rufo
- Sunset Mesa-age Coordinator: Paulette Silver
- Special Issues Committee Chair: Becky Rickley
- Assistant Special Issues Committee Chair: Jeremy Cohen

Board Appointments concluded.

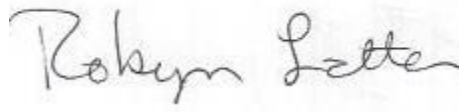
Castellammare Homeowners' Association annual dues are \$75. The Association charges \$575-750 dollars for Architectural Committee site visits. The Board discussed Sunset Mesa dues and the value for members, including: Architectural Committee review of OVI's, curb painting, Annual Block Party, and annual Getty pass.

Financial Report review: Total of \$79,000 in the UBS account, and \$339,789 in total holdings. SMPOA currently doesn't charge a document fee when a home is sold, as many other associations do. The Board will consider. \$33,244 was collected in dues last month.

Open discussion:

- 10:30 am: Resident Brett Oberst discussed the \$1,025 in past dues owed to SMPOA as he sold his property. Oberst would like to reach a compromise with the Board and pay \$725 in back dues plus and a transfer fee. Oberst claims there is an error in the Board's calculation. If this is purely a math error issue, it will be rectified if Oberst can provide documentation of the error. However, if the objection to payment is based on belief that the dues are not owed, and not on a math error, it's an entirely different issue. Oberst claims the Board had been settling with other homeowners regarding past dues. The Board has made no such settlements. Standard procedure is to check and correct any math errors that were made. Oberst agreed to bring proof of previous payments.
- 10:44am: Resident Anthony Raptis discussed the appeal of the AC decision to approve plans for renovation project at 3917 Malibu Vista on the basis that this would create an OVI. Other residents affected by this issues are Rahul Jain, Steve Han, Naomi Asan and Frank Urbanas. The appeal is being submitted beyond the CC&R-dictated 30-day window post AC approval of plans. Raptis claims he was not notified in time to submit the appeal in 30 days. Approval was conveyed in the Sunset Mesa-Ge. Raptis claims he did not receive the Sunset Mesa-ge. Based on the CC&Rs, the AC cannot consider any appeal after 30-days following AC approval. Raptis disagrees, and his position is noted in the meeting's Board minutes.
- The Board discussed cloud backup and a secure electronic platform for SMPOA's data and agrees to discuss further at next meeting.

Meeting ends at 11:50am.

A handwritten signature in cursive script that reads "Robyn Latter". The signature is written in dark ink on a light-colored background.

Robyn Latter, Secretary

WELLS FARGO CHECKING ACCOUNT AS OF JUNE 30, 2017

DEPOSITS DATES	AMOUNTS	FOR	DEBITS	CHECKS	PAYEE	PURPOSE	DATE	AMOUNT
6/5/2017	\$1,675.00	DUES		2173	SMPOA	CD @ ONE WEST	6/5/2017	\$200,000
	\$450.00	HOA DOCS			STAPLES	MAIL SUPPLIES	6/6/2017	\$555.66
6/12/2017	\$1,800.00	LEHNE MESA-GE AD		2179	P SEGERSTROM	EDIT/DELIVER	6/6/2017	\$650.00
6/12/2017	\$800.00	DUES			USPS	POSTAGE	6/7/2017	\$245.00
6/13/2017	\$700.00	DUES			FEDEX	POSTAGE	6/8/2017	\$14.13
6/30/2017	\$0.23	INTEREST			FEDEX	POSTAGE	6/9/2017	\$26.29
					ROCCOS CUCINA	FOOD/HOA MEET	6/12/2017	\$217.51
				2175	USPS	POSTAGE	6/14/2017	\$29.40
					KARSH BHAGI	DELIVER MESA-GE	6/14/2017	\$45.00
					HOME DEPOT	SUPPLIES	6/15/2017	\$43.47
					VONS STORE	ICE	6/15/2017	\$10.70
					VONS STORE	ICE	6/15/2017	\$3.37
					VONS STORE	ICE	6/15/2017	\$8.68
					SMPOA	XFER TO CHASE	6/28/2017	\$6,604.39
CREDITS	<u>\$5,425.23</u>		DEBITS					<u>\$208,453.60</u>
WELLS FARGO CHECKING ACCOUNT AS OF JUNE 30, 2017								<u>\$0.24</u>

CHASE CHECKING ACCOUNT AS OF JUNE 30, 2017

DEPOSITS DATES	AMOUNTS	FOR	DEBITS	CHECKS	PAYEE	PURPOSE	DATE	AMOUNT
6/15/2017	\$3,250.00	DUES						
6/15/2017	\$2,300.00	DUES						
6/15/2017	\$2,075.00	DUES						
6/15/2017	\$800.00	DUES						
6/28/2017	\$6,604.39	XFER/WELLS FARGO						
6/29/2017	\$3,075.00	DUES						
6/29/2017	\$3,490.00	DUES						
6/29/2017	\$2,175.00	DUES						
6/29/2017	\$2,800.00	DUES						
6/29/2017	\$5,050.00	DUES						
6/29/2017	\$1,175.00	DUES						
	\$450.00	HOA DOCS						
CREDITS	<u>\$33,244.39</u>		DEBITS					<u>\$0</u>
CHASE BANK CHECKING ACCOUNT GRAND TOTAL AS OF June 30, 2017								<u>\$58,244.39</u>

UBS FINANCIAL ACCOUNT AS OF JUNE 30, 2017

CASH	\$2,175.03
FIXED INCOME	\$79,369.75
<b>TOTAL UBS BALANCE</b>	<u><b>\$81,544.78</b></u>

ONE WEST BANK ACCOUNT AS OF JUNE 30, 2017

CERTIFICATE OF DEPOSIT	\$200,000.00
<b>TOTAL ONE WEST BANK BALANCE</b>	<u><b>\$200,000.00</b></u>

COMBINED TOTAL OF ALL ACCOUNTS \$339,789.41