

**CAMINO VILLAGE HOMEOWNERS ASSOCIATION**  
**Board of Directors Extended Annual Meeting Minutes**  
**Thursday, April 15<sup>th</sup>, 2021**

**Location:** Held via teleconference (due to coronavirus shelter-in-place restrictions).

**Call to Order:** The board meeting was called to order at 6:03 PM. A quorum was established.

**Board Members in Attendance:** J. Cusic, A. Reid, D. Schiff

**Others Present:** R. Alereza, D. Bette, S. Brosbe, M. Depa, A. DeStefano, M. Murray, Ruth Reynolds, L. Summers

**Roll Call & Election of Officers:** A quorum was established. D. Bette, Inspector of Elections, received 22 total ballots, with 17 confirmed as valid, 5 were set aside since they could not be associated with a residence. Eleven ballots contained names and 5 were blank: 8 votes received for L. Russel, 7 for B. McCall, 2 for S. Ruddy, 1 for J. Cusic, 1 for A. Reid, and 2 for D. Bette. Board officers will be selected at next open meeting.

**2020 Annual Meeting Report Approval:**

Approval by board members present at the meeting. A Destefano made a motion, A. Reid seconded - the 2020 Annual Meeting report approved by roll call.

**Treasurer's Report:** none

**President's Report:** none

**Landscape Committee Report:** none

**Architecture Committee Report:** None

**New Business:** None

**Open Forum: Upcoming board meeting:** A. Destefano suggested scheduling a meeting for May and placing an agenda item regarding the upcoming reserve study.

**Pet Letter:** R. Reynolds inquired about the pet letter recently sent to homeowners. The board explained there were an increasing number of pet-related incidents in Camino Village and residents needed to be reminded of provisions for pets in the CC&Rs.

**Next Board Meeting:** Open meeting, May 26th, 2021 at 6 PM.

**Adjourn:** J. Cusic made a motion and A. Reid seconded to adjourn the meeting at 6:53 PM.

Approved by: Jasmine Cusic, Vice President      Date: June 2<sup>nd</sup>, 2021

Verified by: Andrew Reid, Secretary      Date: June 2<sup>nd</sup>, 2021

**CAMINO VILLAGE HOMEOWNERS ASSOCIATION**  
**Board of Directors Annual & Open Meeting Minutes**  
**Wednesday, March 24<sup>th</sup>, 2021**

**Location:**

Held via teleconference (due to coronavirus shelter-in-place restrictions).

**Call to Order:**

The board meeting was called to order at 6:05 PM. A quorum was established.

**Board Members in Attendance:**

J. Cusic, A. Reid, D. Schiff

**Others Present:**

R. Alereza, D. Bette, Shira Brosbe, Matt Depa, A. DeStefano, G. Ho, M. Murray, L. Summers

**Roll Call & Election of Officers:** M. Murray determined that not enough votes were received to establish a quorum. A second annual meeting would need to be held between 5 and 30 days to obtain a valid vote. The board agreed to hold the extended board meeting on Thursday, April 15<sup>th</sup>, 2021 at 6 PM.

**New Business moved to this portion of the meeting:**

**Rental Information Policy and Form:** The board discussed the rental information policy and form provided by M. Murray. The board discussed that the policy will be enforceable by the CC&Rs and failure to comply could result in fines. D. Schiff made a motion and J. Cusic seconded to approve the policy.

**Open Forum**

**Approval of Board Meeting Minutes:**

Approval of minutes moved to the end of the meeting.

**Committee Reports**

**Treasurer's Report:**

D. Schiff provided an update on the HOA financial report through February 28th, 2021: The operating expense account balance through February 28th, 2021 was \$15,441.97, while the reserve account balance was \$78,978.05. There were a couple of accounts to keep an eye on.

**Landscape Committee Report:**

A. DeStefano reported that Spicer Landscaping reseeded 5 lawns, fixed the irrigation at several of those households, and will fix the drain at one household. A. Destefano remarked that Spicer Landscaping did a nice job and the board should consider using Spicer Landscaping to handle the irrigation and fix drains. A. DeStefano also mentioned that it is difficult to get Props to do anything – \$2.4k a month. A. DeStefano also mentioned that there was a date for Spring Cleanup: April 10<sup>th</sup>, 9 AM to noon, to replace batteries for irrigation clocks, pull out weeds, clean out drains, etc. A. DeStefano will get names of other companies who may be able to do the work.

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**Architecture Committee Report:** None

**New Business**

**Pets in Camino Village**

The board discussed sending a letter regarding pets in Camino Village. A. Destefano mentioned the cost of upgrading landscaping and if pets cause damage the HOA will be forced to spend more on landscaping. J. Cusic made a motion and D. Schiff seconded to approve sending letter.

**Approval of Board Meeting Minutes:**

Approval of minutes moved to the end of the meeting. Motion made by J. Cusic, seconded by D. Schiff to approve the January 27<sup>th</sup>, 2021 open board meeting minutes.

**Next Board Meeting**

Annual meeting, April 15<sup>th</sup>, 2021 at 6 PM.

**Adjourn**

J. Cusic made a Motion and D. Schiff seconded to adjourn the meeting at 7:44 PM.

Approved by: *Jasmine Cusic, Vice President*

Date: April 15<sup>th</sup>, 2021

Verified by: *Andrew Reid, Secretary*

Date: April 15<sup>th</sup>, 2021

# **CAMINO VILLAGE HOMEOWNERS ASSOCIATION**

## **Board of Directors Open Meeting Minutes – Wednesday, January 27<sup>th</sup>, 2021**

### **Location:**

Held via teleconference (due to coronavirus shelter-in-place restrictions).

### **Call to Order:**

The board meeting was called to order at 6:05 PM. A quorum was established.

### **Board Members in Attendance:**

J. Cusic, A. Reid, D. Schiff

### **Others Present:**

R. Alereza, S. Brosbe, D. Bette, M. Deppa, A. Destefano, G. Ho, Y. Li, C. Redic, L. Summers

### **Approval of Board Meeting Minutes:**

Motion made by J. Cusic, seconded by D. Schiff to approve the November 18<sup>th</sup>, 2020 open board meeting minutes.

### **Committee Reports**

#### **Treasurer's Report:**

D. Schiff provided an update on the HOA financial report through December 31<sup>st</sup>, 2020: The operating expense account balance through December 31<sup>st</sup>, 2020 was \$19,127, while the reserve account balance was \$74,348.

#### **Landscape Committee Report:**

A. DeStefano reported that Spicer Landscaping now has necessary insurance paperwork and is able to attend to upgrades to front yards by renovating front grass, re-seeding front lawns, etc. A. Destefano also pointed out that last year there were problems with irrigation and landscapers need to get a better handle on it this year. Azevedo needs to handle sprinklers and control their maintenance. A. DeStefano mentioned that the HOA needs to schedule a spring cleanup, possibly at the end of March or the beginning of April. A. DeStefano also mentioned issue with garage drainage at 2418 Fallwater Ln. D. Bette agreed to follow-up with homeowner.

#### **New Business - Homeowner Feedback:**

Agenda item moved here to accommodate homeowner. Discussion ensued regarding renters' parking issues and violations of CC&Rs. HOA agreed to provide list of parking infractions to homeowner.

#### **Architecture Committee Report:**

D. Schiff addressed question from homeowner regarding front door painting and chip in paint. Recommendation was for homeowner to call painting company (Mastercraft).

D. Schiff addressed issue regarding corrugated metal that landed at 2422 during windstorm. Board discussed not allowing that type of patio cover in the future. D. Schiff requested phone number of resident at the address where corrugated metal originated from: 2414.

**Unfinished Business:** None

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**Board of Directors Open Meeting Minutes – Wednesday, January 27<sup>th</sup>, 2021**

**New Business**

New homeowner/resident/board introductions

The board welcomed new members to Camino Village and covered what to know about Camino Village.

D. Bette provided an update on gates and offered to show A. Reid how to open gates in the event of an emergency/power outage. D. Bette also provided an update on side gate lock repairs. He also provided an update on surveillance camera(s)

D. Bette also raised the need for a comprehensive list of owners & renters, along with a need for emergency information for homeowners. He also said the board was out of compliance by not having this information. He also agreed to serve for 6 months as the welcoming committee. A. Destefano brought up the issue of notification to homeowners when there is a change of residents. She agreed to compose the letter (A. Reid to format), and in January of each year the HOA would send a copy to all homeowners. The board also discussed a virtual welcome session to discuss HOA rules with homeowners and provide a digital copy or form to sign or email to each person. The board also agreed to ask CID to add a label to letters with the HOA address and include a stamp or sticker to say: *Information from Camino Village HOA – Please Read.*

DeStefano brought up the topic of new signs for the neighborhood, replacing the old, fading ones. A. Destefano also asked the board about adding signs regarding not playing in the street. She stated that J. Wright would work with M. Deppa and S. Brosbe to add 15 MPH Speed Limit signs and add a sign saying no bicycles or scooters.

J. Cusic agreed that she would work with S. Avila regarding the new mailboxes to replace the old ones.

The board discussed security in Camino Village and raised the subject that the front gate needs to be repaired. D. Bette stated he was in the process of getting it done.

The board also discussed CC&R Violations: 3.7.b (nuisances) – health. and 3.7. (pets) (informational) action) – city’s rules – county ordinance – the board discussed barking dogs in the village and agreed to look up city rules and county ordinances.

**Next Board Meeting**

Annual meeting, March 24<sup>th</sup>, 2021 at 6 PM.

**Adjourn**

The meeting adjourned at 8:30 PM.

Approved by: Jasmine Cusic, Vice President Date: March 24<sup>th</sup>, 2021

Verified by: Andrew Reid, Secretary Date: March 24<sup>th</sup>, 2021

# **CAMINO VILLAGE HOMEOWNERS ASSOCIATION**

## **Board of Directors Open Meeting Minutes – Wednesday, November 18<sup>th</sup>, 2020**

### **Location:**

Held via teleconference (due to coronavirus shelter-in-place restrictions).

### **Call to Order:**

The board meeting was called to order at 6:01 PM. A quorum was established.

### **Board Members in Attendance:**

J. Cusic, T. Dennison, A. Reid, D. Schiff

### **Others Present:**

R. Alereza, D. Bette, A. Destefano, L. Summers

### **Approval of Board Meeting Minutes:**

Motion made by J. Cusic, seconded by T. Dennison to approve the October 7<sup>th</sup>, 2020 open board meeting minutes.

Motion made by T. Dennison, seconded by J. Cusic to approve the October 7<sup>th</sup>, 2020 Executive Board meeting minutes.

### **Committee Reports**

#### **Treasurer's Report:**

- D. Schiff provided an update on the HOA financial report through October 31<sup>st</sup>, 2020: The operating expense account balance through October 31<sup>st</sup>, 2020 was \$17,975, while the reserve account balance was \$68,834. D. Schiff reported there were three delinquent accounts – nothing approaching the threshold that would require additional attention. The board was expecting a phone credit of approximately \$60, something to inquire with CID about.

#### **Landscape Committee Report:**

- A. DeStefano provided an update on landscape committee work. She requested that the board not pay Prop's invoice since the work was not completed satisfactorily. Also, the landscape company need to go through the irrigation at each residence and perform maintenance. A. DeStefano also reported that there is \$10k in the budget for lawn maintenance, and 20 of the residences need their lawns restored. A. DeStefano estimated paying up to \$200 to make downspout repairs at one residence. A. Destefano also mentioned that Props was to be paid approximately \$600 to spray pre-emergent in the village. Going forward, the board agreed to request invoices from Azevedo landscaping prior to payment.

#### **Architecture Committee Report:**

- A. Destefano requested to be dropped from the Architecture committee and offered to consult re landscaping issues. L. Summers agreed to volunteer for the architecture committee if D. Schiff continues as president of the architecture committee.

**CAMINO VILLAGE HOMEOWNERS ASSOCIATION**  
**Board of Directors Open Meeting Minutes – Wednesday, November 18<sup>th</sup>, 2020**

**Parking Committee Report**

- T. Dennison agreed to contact new homeowners informing them of the parking rules in the village. D. Bette agreed to serve as backup for this duty.

**Unfinished Business**

- None

**New Business**

- Budget 2021: Motion made by T. Dennison Motion, seconded by D. Schiff to approve the October 2021 HOA budget. The board agreed to ask CID what happens to surpluses from the budget.
- Board Vacancies: The board discussed holding Zoom sessions to welcome new homeowners and residents to the community. The board discussed having CID give each residence a form letter welcoming them to the community and to see if they have questions about the community and welcome them as new neighbors to the neighborhood. The board discussed trying to hold the session in December. The board also discussed obtaining leases from property owners if they have renters. If the homeowner does not provide a copy of the lease they will be fined.
- Annual Meeting: Motion made by T. Dennison, seconded by D. Schiff to hold the HOA annual meeting on March 24<sup>th</sup>, 2021.
- Inspector of Elections: D. Bette agreed to serve as inspector of elections for the 2021.
- Use of Streets: The board agreed to send a letter to all homeowners and residents, labeled “Important,” regarding the “use of street” – the envelope should say “Camino Village HOA” and contain the HOA address.
- Next Board Meeting is tentatively scheduled for Wednesday, Jan 14<sup>th</sup>, 2021.
- D. Schiff made a motion, which as seconded by J. Cusic, to adjourn the meeting at 8:15PM.

Approved by: *Jasmine Cusic, Vice President*

Date: January 27, 2021

Verified by: *Andrew Reid, Secretary*

Date: January 27, 2021

# **CAMINO VILLAGE HOMEOWNERS ASSOCIATION**

## **Board of Directors Open Meeting Minutes – Wednesday, October 7<sup>th</sup>, 2020**

### **Location:**

Held via teleconference (due to coronavirus shelter-in-place restrictions).

### **Call to Order:**

The board meeting was called to order at 6:03 PM. A quorum was established.

### **Board Members in Attendance:**

J. Cusic, T. Dennison, A. Reid, D. Schiff

### **Others Present:**

S. Avila, D. Bette, A. Destefano, L. Summers

### **Approval of Board Meeting Minutes:**

Motion made by T. Dennison, seconded by D. Schiff to approve the September 9<sup>th</sup>, 2020 open board meeting minutes.

Motion made by J. Cusic, seconded by T. Dennison to approve the September 9<sup>th</sup>, 2020 Executive Board meeting minutes.

Motion made by T. Dennison, seconded by J. Cusic to Approve September 15th, 2020 emergency board meeting minutes.

### **Committee Reports**

#### **Treasurer's Report:**

- D. Schiff provided an update on the HOA financial report through August 31<sup>st</sup>, 2020: The operating expense account balance through August 31<sup>st</sup>, 2020 was \$27,325, while the reserve account balance was \$57,819. There were two delinquent accounts, something the board may want to pursue if they approach the threshold for delinquent accounts.

#### **Landscape Committee Report:**

- A. DeStefano provided an update on landscape committee work. She reported on proposals from Props regarding tree pruning, the front yard at 2242 (for which no commitment has yet been received); grass growing in drains, Azevedo Landscaping needing to clear drains, and the probability of needing a spring cleanup day. The homeowner at 2418 would like to modify the downspout, along with a discussion of who would be responsible: the homeowner or the HOA. A. Destefano was going to talk to Props about the downspout at that residence.

#### **Architecture Committee Report:**

- No updates.

#### **Parking Committee Report**

- A. Destefano initiated a parking committee discussion regarding the cars belonging to 2249. A. Reid to check the lease agreement for that address to see if cars and parking is addressed in the document. D. Bette reported that gate access for that residence is



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approximately two times that of all other residences. A. Destefano remarked that she will issue a ticket for 5 nights for residence 2249 since the car was parked out overnight for that number of nights without any type of pass.

### Unfinished Business

- **Revised Election Rules:** T. Dennison made a motion to approve the revised election rules and was seconded by D. Schiff. The board approved the revised rules. A. Reid agreed to ask CID about distributing materials for upcoming elections, at the direction of the board.
- **Surveillance Cameras and Security within the HOA:** D. Bette and A. Stefano provided information on conducting a pilot project to acquire and install security cameras and signage within the HOA. They argued that the needs of this HOA were different from that of other HOAs and would need a particular type of camera. They agreed to purchase, install, and monitor the cameras and provide information at upcoming board meetings. T. Dennison made a motion and seconded by D. Schiff to approve the request made by D. Bette and A. Destefano for the pilot project. The board agreed to reimburse D. Bette and A. Destefano, at their discretion, for the purchase of the security equipment.

D. Bette also reported that he had downloaded DoorKing Software so that he could monitor gate entry and have information immediately available with the new software.

- **Exterior Lighting:** T. Dennison made a motion, seconded by D. Schiff, and approved by the board, for a new lighting selection. It was agreed that the purchase and installation of the new lighting by homeowners was purely optional – homeowners could keep their existing light fixtures at no additional cost if they so desired. The board agreed to have S. Avila oversee the project. The new light fixture project would need to be completed by the end of January 2021.

### New Business

- **Gate Code usage:** D. Bette provided an update on gate code usage. One resident's usage was much higher than all the others. The board agreed to monitor the usage and the situation. A check-in will be provided at the next board meeting.
- **Budget 2021:** A. Reid informed the board that he communicated with CID regarding the 2021 budget informing them that he was told by CID that it was not ready yet. CID would provide the 2021 budget as soon as it was available.
- **Zoom Subscription:** A. Reid informed the board that he paid for a full subscription to Zoom so that the board would have full access to Zoom for board meetings (no longer being cut off after 40 minutes). He explained that he had put it on his credit card and was requesting reimbursement from the board. J. Cusic made a motion and D. Schiff seconded it to approve the reimbursement to A. Reid.
- **Next Board Meeting:** The board tentatively agreed to November 4<sup>th</sup>, 2020 for the next board meeting date.
- **Adjournment:** D. Schiff motioned and J. Cusic seconded adjourning the board meeting. The meeting adjourned at 7:45 PM.

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**Board of Directors Open Meeting Minutes – Wednesday, October 7<sup>th</sup>, 2020**

**Executive Session**

- Executive Session followed the open board meeting

Approved by: *Jasmine Cusic, Vice President*

Date: November 18<sup>th</sup>, 2020

Verified by: *Andrew Reid, Secretary*

Date: November 18<sup>th</sup>, 2020

# **CAMINO VILLAGE HOMEOWNERS ASSOCIATION**

## **Board of Directors Open Meeting Minutes – Wednesday, September 9<sup>th</sup>, 2020**

### **Location:**

Held via teleconference (due to coronavirus shelter-in-place restrictions).

### **Call to Order:**

The board meeting was called to order at 6:16 PM. A quorum was established.

### **Board Members in Attendance:**

J. Cusic, T. Dennison, A. Reid, D. Schiff

### **Others Present:**

S. Avila, D. Bette, A. Destefano, L. Summers, Y. Xiong

### **Approval of Board Meeting Minutes:**

Motion made by T. Dennison, seconded by D. Schiff to approve the August 5<sup>th</sup>, 2020 open board meeting minutes.

Motion made by J. Cusic, seconded by T. Dennison to approve the August 5<sup>th</sup>, 2020 Executive Board meeting minutes.

### **Committee Reports**

#### **Treasurer's Report:**

- D. Schiff provided an update on the HOA's financial report through June 30, 2020: The operating expense account balance through June 30, 2020 was \$50,154, while the reserve account balance was \$57,819. Total delinquent accounts totaled more than \$500, something the board may want to pursue if it approaches \$600.

#### **Landscape Committee Report:**

- A. DeStefano provided an update on landscape committee activities regarding proposals from Props: landscape work to be done in the fall, as well as landscape enhancements for next year (2021).

#### **Architecture Committee Report:**

- No updates.

#### **Parking Committee Report**

- A. Destefano noted on behalf of the parking committee that there's been an improvement in the parking situation overall, but it's always a work in progress.

#### **Unfinished Business**

- **Draft Reserve Study**: The board voted to approve the final reserve study (motion by T. Dennison, second by D. Schiff).
- **Revised Election Rules**: Due to the required schedule and timing the board deferred the vote on the revised election rules until the next board meeting when materials would be provided to members to give them the required 28 days needed to review the materials.

**CAMINO VILLAGE HOMEOWNERS ASSOCIATION**  
**Board of Directors Open Meeting Minutes – Wednesday, September 9<sup>th</sup>, 2020**

- **Surveillance Cameras:** D. Bette provided an update on acquiring security cameras. Board members agreed to view a demonstration by Flock Safety and discussed REOLink cameras and agreed to obtain more information.
- **Exterior Lighting:** T. Dennison discussed possibilities for exterior lighting and provided examples. The board agreed to have S. Avila research further and present to the board at the next board meeting.
- **Newsletter:** A. Reid confirmed that the summer HOA newsletter had been distributed by CIDC, Inc. and had received by homeowners.

**New Business**

- **Landscaping:** The board approved the three proposals from Props Tree Care for landscape work (motion by T. Dennison, second by A. Reid).
- **Architecture Committee:** The board discussed possible tree removal @ 2341 and decided that more documentation needed to be provided from the homeowner.
- **Budget 2021 (informational):** A. Reid stated he would contact M. Murray of CID, Inc. regarding the upcoming year budget.

**Next Board Meeting**

- The board tentatively scheduled the next board meeting for Wednesday, October 7<sup>th</sup> at 6 PM.

**Adjourn**

- D. Schiff made a motion and J. Cusic seconded to adjourn the meeting at 7:45 PM.

**Executive Session:** An Executive Session followed the open board meeting

Approved by: *Jasmine Cusic, Vice President*

Date: September 9, 2020

Verified by: *Andrew Reid, Secretary*

Date: September 9, 2020

# CAMINO VILLAGE HOMEOWNERS ASSOCIATION

## Board of Directors Open Meeting Minutes – Wednesday, August 5<sup>th</sup>, 2020

### Location:

Held via teleconference (due to coronavirus shelter-in-place restrictions).

### Call to Order:

The board meeting was called to order at 6:02 PM. A quorum was established.

### Board Members in Attendance:

J. Cusic, T. Dennison, A. Reid, D. Schiff

### Others Present:

D. Bette, A. Destefano, Y. Xiong

### Approval of Board Meeting Minutes:

Motion made by T. Dennison, seconded by D. Schiff to approve the July 8<sup>th</sup>, 2020 open board meeting minutes.

### Committee Reports

#### Treasurer's Report:

D. Schiff provided an update on the HOA's financial report through June 30, 2020: The operating expense account balance was \$53,906, while the reserve account balance was \$57,819.

#### Landscape Committee Report:

- The Landscape Committee met with R. Props and requested an estimate for turf renovation. No estimate has been received yet – there will be 1 or 2 renovations this year, with \$2,100 set aside in this year's reserve. The Landscape Committee expects minimal cost for those renovations – There will be more renovations next year.

#### Architecture Committee Report:

- The Architecture Committee announced that J. Bolton was named to the Architecture Committee, replacing G. Weiss who moved away.

#### Parking Committee Report

- 2311 may have exceeded use of the green parking permit: using it more than 6 times in a month – the Parking Committee agreed to watch the use of the permit at that address and explain the rule to the homeowner.

#### Unfinished Business

- **Revised Election Rules:** The board discussed the revised election rules for the upcoming (and future) board election(s) and agreed to the draft proposed by Angius & Terry, with the changes that M. Murray outlined regarding runoff elections (by drawing lots) and waiving the one-year residency requirement. J. Cusic made a motion to approve and T. Dennison seconded it. The board approved.
- **Draft Reserve Study:** The board discussed various aspects of the draft reserve study, such as mailbox clusters, and turf renovation and approved it. T. Dennison made a motion and D. Schiff seconded it for approval.

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**Board of Directors Open Meeting Minutes – Wednesday, August 5<sup>th</sup>, 2020**

- **CiD Consortium management and accounting agreement:** The board discussed the revised CID Consortium management and accounting agreement. J. Cusic made a motion, T. Dennison seconded, and the board moved to approve the agreement.
- **Newsletter:** A DeStefano agreed to write the Summer 2020 Newsletter, along with L. Summers, and A. Reid agreed to format it. The potential date for completion would be within the next month.
- **Surveillance Cameras:** D. Bette provided an overview of progress on Security Cameras. The board discussed and agreed that there was a need for security cameras. D. Bette agree to obtain additional quotes and follow-up at the next board meeting.
- **Exterior Lighting:** Due to the length of the meeting the board agreed to defer discussion of exterior lighting until next meeting.

**New Business**

- **None**

**Next Board Meeting**

- The board tentatively scheduled the next board meeting for Wednesday, September 9<sup>th</sup> at 6 PM.

**Adjourn**

- D. Schiff made a motion and J. Cusic seconded to adjourn the meeting at 7:23 PM.

Approved by: Jasmine Cusic, Vice President

Date: September 9<sup>th</sup>, 2020

Verified by: Andrew Reid, Secretary

Date: September 9<sup>th</sup>, 2020

# **CAMINO VILLAGE HOMEOWNERS ASSOCIATION**

## **Board of Directors Open Meeting Minutes – Wednesday, July 8<sup>th</sup>, 2020**

### **Location:**

Held via teleconference (due to coronavirus shelter-in-place restrictions).

### **Call to Order:**

The board meeting was called to order at 6:02 PM. A quorum was established.

### **Board Members in Attendance:**

J. Cusic, T. Dennison, A. Reid, D. Schiff

### **Others Present:**

R. Alereza, D. Bette, A. Destefano, G. Shaoying

### **Approval of Board Meeting Minutes:**

Motion made by J. Cusic, seconded by T. Dennison to approve the April 22, 2020 open board meeting minutes.

### **Emergency Actions Without Meetings:**

May 27, 2020: Discussion of impending gate repair. Due to nature and cost of repair, board decided it needed to obtain additional quotes.

June 4, 2020: Board voted on gate repair bids and unanimously approved A&D Gate Repair for \$9,212.

### **Treasurer's Report:**

D. Schiff provided an update on the HOA's financial report through May 31, 2020: The operating expense account balance was \$60,802, while the reserve account balance was \$152,668.

### **Landscape Committee Report:**

The Landscape Committee provided an update on renovating turf, parking cutouts, and said they would provide more information at the next meeting.

### **Architecture Committee Report:**

The Architecture Committee discussed replacing a departing member. A couple of names were put forth but no decisions made. More information forthcoming at the next meeting.

### **Parking Committee Report**

- No update.

### **Unfinished Business**

- The board discussed having Consortium play a larger role in management and administration of the community, having them send letters to homeowners, update lists and rosters, as well as group emails to homeowners.

### **New Business**

**CAMINO VILLAGE HOMEOWNERS ASSOCIATION**  
**Board of Directors Open Meeting Minutes – Wednesday, July 8<sup>th</sup>, 2020**

- **Revised Election Rules:** The board decided to defer voting on the revised election rules until all board members have had a chance to read the updated version.
- **Reserve Study:** A. Destefano provided an update on the reserve study and the board discussed the possibility of approving it at the next board meeting.
- **Street Sealing:** J. Cusic made a motion and T. Dennison seconded it to approve NorCal Asphalt’s proposal to do the work.
- **Kiosk Phone Charges:** D. Schiff made a motion and T. Dennison seconded it to approve the R&S Overhead Doors & Gates of Sacramento proposal to change the front gate kiosk phone service to cellular service.
- **Newsletter:** A. Destefano and L. Summers agreed to put together a community newsletter and A. Reid agreed to format it to provide to Consortium to send to homeowners.
- **Consortium Management and Accounting Agreement:** The board decided to defer discussion and approval until the next board meeting.
- **Security / Surveillance Cameras:** The board discussed moving forward to research the possibility of purchasing and installing surveillance cameras. A. Destefano agreed to work with D. Bette to pursue.
- **Residence Lighting Updates:** The board discussed updating the lighting fixtures attached to the front of the houses. T. Dennison agreed to contact Hobrecht Lighting to see what options were available.
- **Gate Repairs:** The board discussed the ongoing insurance claim. A. Reid agreed to follow-up with the insurance company. The board also discussed the possibility of posting a security guard in the event of a similar breakdown in the future. The board agreed the cost would be prohibitive.
- **Use of Streets:** The board discussed the possibility of posting street signs in the future to indicate there would be no playing in the streets.
- **Funds Transfer:** D. Schiff made a motion and J. Cusic seconded it to approve the past transfer of \$97,608.30 in reserve funds to the operating account to pay for the painting project and the gate repair.

**Next Board Meeting**

- The board scheduled the next board meeting for Wednesday, August 5<sup>th</sup> at 6 PM.

**Adjourn**

- D. Schiff made a motion and J. Cusic seconded to adjourn the meeting at 8:15 PM.

Approved by:

*Jasmine Cusic, Vice President*

Date: August 5<sup>th</sup>, 2020

Verified by:

*Andrew Reid, Secretary*

Date: August 5<sup>th</sup>, 2020



# **CAMINO VILLAGE HOMEOWNERS ASSOCIATION**

## **Board of Directors Open Meeting Minutes – Wednesday, April 22, 2020**

### **Location:**

Held via teleconference (due to coronavirus shelter-in-place restrictions).

### **Call to Order:**

The board meeting was called to order at 7:15 PM. A quorum was established.

### **Board Members in Attendance:**

Jasmine Cusic, Tracy Dennison, Andy Reid, Dan Schiff

### **Others Present:**

Rosie Alereza, Anne Destefano, Larry Raskin

### **Approval of Board Meeting Minutes:**

Motion made by T. Dennison, seconded by D. Schiff to approve the February 5, 2020 open board meeting minutes.

### **Treasurer's Report:**

D. Schiff provided an update on the HOA's financial report through March 31, 2020: The operating expense account balance was \$40,464, while the reserve account balance was \$147,148.29. The board decided to defer discussion of delinquent accounts until the end of the board meeting.

### **Landscape Committee Report:**

- R. Alereza provided an update on landscaping. She informed the board that with the upcoming house painting project, painters would need space between the houses and current landscaping to do their job.

### **Architecture Committee Report:**

- No report

### **Parking Committee Report**

- A. Destefano of the parking committee suggested that a letter be sent to homeowners each year reminding them of the parking rule. J. Cusic suggested that a letter be sent to homeowners twice a year. The board discussed having CIDC send the letters to homeowners. A. Reid stated he would follow-up with M. Murray of CIDC.
- A. Destefano also expressed a dilemma with giving tickets for parking violations when the board currently does not have the capacity to hold hearings to hear parking ticket claims. A. Reid volunteered that the board would do whatever it takes to enforce the parking rule and the CC&Rs.

### **Unfinished Business**

- **Fidelity Insurance:** The board discussed the fidelity coverage insurance proposal from Burns & Wilcox for \$909, 10% commission, \$150.00 fee, presented by M. Murray of CIDC. D. Schiff made a motion and T. Dennison seconded it to approve the proposed coverage.

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- **Election Rule Changes:** The board discussed the proposed election rule changes to comply with legislative changes created by SB 323 and 754. T. Dennison made a motion and J. Cusic seconded to approve package #1 – the Angius & Terry package for \$750.

**New Business**

- **Reserve Study:** A. Destefano discussed the upcoming reserve study and contract with Browning Reserve Group (BRG). She requested that M. Murray of CIDC request bids and provide contacts for the street sealing portion. D. Schiff made a motion and T. Dennison seconded to approve the contract with BRG. A. Reid agreed to sign and send an electronic version to BRG.

**Kiosk Phone Charges**

- A. Destefano agreed to follow-up and research possible changes to the kiosk phone plan.

**Street Use**

- The board requested that M. Murray of CIDC follow-up with a homeowner to discuss street use rules.

**Delinquent Accounts**

- The board discussed a delinquent homeowner account (#471186) and requested that M. Murray (CDIC) send the homeowner a letter.

**Next Board Meeting**

- The board scheduled the next board meeting for July 8<sup>th</sup> at 6:30 PM.

**Adjourn**

- J. Cusic made a motion and D. Schiff seconded it to adjourn the meeting at 8:15 PM.

Approved by: *Jasmine Cusic, Vice President*

Date: July 8, 2020

Verified by: *Andrew Reid, Secretary*

Date: July 8, 2020