

**HUNTINGTON LANDMARK
SENIOR ADULT COMMUNITY ASSOCIATION
BOARD OF DIRECTORS
MINUTES OF REGULAR MEETING**

Thursday, December 6, 2018, 9:00 AM, Main Lounge

1. CALL TO ORDER – President Brewer called the meeting to order at 9:05 AM.

2. ROLL CALL – a quorum was present

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|---------------------------------------|---------------------------------|
| Marilyn Brewer, President | John Muse, Member-at-Large |
| Marvin Garrett, Vice President | Jean MacLennan, Member-at-Large |
| Dayton La Grua, Secretary | Nancy Stuart, Member-at-Large |
| Walter White, Chief Financial Officer | |

3. OTHER ATTENDEES

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|-----------------------------------|--------------------------|
| Kimberly Pollard, General Manager | Approximately 20+ owners |
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4. HOMEOWNER FORUM – Eight (8) homeowners addressed the Board on:
 - a. Garage Rental Fee Processing (1)
 - b. Relocation of the Puzzle Table in the Main Lounge (2)
 - c. Vehicle Decals and Parking Requirements (5)

5. **CONSENT CALENDAR** – Marilyn Brewer

The use of the Consent Calendar will enable the Board to conduct its business in a more timely and efficient manner. If the Board agrees, it would be appropriate at this time to entertain a motion to accept the Consent Calendar as presented. Any items deemed inappropriate may be pulled from the Consent Calendar and excluded from the motion for additional discussion.

Motion: To accept the following Consent Calendar Items; was made by Director White, seconded by Director Muse and unanimously approved.

 - a. **Approval of Agenda**
 - b. **BOD Minutes – 11/16/18 Regular & Organization**
 - c. **Monthly Financials**
 - d. **Management Report**
 - e. **Committee Minutes/Reports except the following:**
 - f. **Property Protection Committee – Pulled – Report Presented by Chair, Lynn Buckley**
 - I. Parking requirements in the CC&Rs and committee preparation of proposals.
 - g. **Election Committee Report – Pulled – Report presented by Marilyn Brewer**
 - I. Election Results:
 - 1238 members in good standing eligible to vote.
 - 562 ballots received meeting the reduced Quorum requirement of 25%
 - 474 votes – Dayton La Grua – elected to the Board
 - 434 votes – Jean MacLennan – elected to the Board
 - 418 votes – John Muse – elected to the Board

- h. Landscape Committee Report – Pulled – Presented by Marilyn Brewer**
 - I. \$67,100 rebates have been received from the Irrigation Controller Project.**
 - II. \$13,500 still expected.**

6. CFO REPORT

- a. The monthly Financial Report was provided by CFO Walt White.
- b. Association Finances Policy
Motion: Approve the proposed Association Finances Policy, was made by Director White, seconded Director La Grua.
Tabled for rewrite by CFO White for presentation at January 3, 2019 Board meeting by general consent.
- c. Monthly Financial Review
Motion: Appoint Director White (CFO) and Director Muse as an Executive Committee, assisted by the Finance Advisory Committee to review financial documents and statements on a monthly basis as required by Civil Code 5500 and 5501, was made by Director White, seconded by Director Garrett and unanimously approved.
- d. Property & Liability Insurance Renewal
Motion: Accept the 2019 Property, Liability, Umbrella, Fidelity-Bond, Directors & Officers, and Workers Compensation Insurance Renewal Proposal offered by LaBarre/Oksnee Insurance at a cost of \$172,787 chargeable to Operating Account 5031-0000, was made by Director White, seconded by Director MacLennan and unanimously approved
- e. Revise Insurance Deductible Policy
Motion: Revise Procedure 2 of the Insurance Deductible Policy approved November 16, 2018 to read: "Use the Account to fund the deductible costs of any insurance claim", was made by Director White, seconded by Director Garrett and Unanimously approved.
- f. Ratify IRS Revenue Ruling Election
Motion Ratify the following IRS Revenue Ruling Election approved by the Members of the Association at its November 16, 2018 reconvened Annual Meeting: **Whereas** the Huntington Landmark Senior Adult Community Association is a nonprofit mutual benefit corporation; and **Whereas** the corporation seeks to act in accordance with applicable IRS Revenue Rulings; **Resolved**, that any surplus funds remaining in the Association's budget at the end of the fiscal year shall be applied to the following year's budget as provided for in IRS Revenue Ruling 70-604, was made by Director White, seconded by Director La Grua and unanimously passed.

7. NEW BUSINESS

- a. 2019 BOD Meeting Schedule
Motion: To approve the proposed 2019 schedule for Board of Directors meetings, amended to add a Regular November meeting at a date to be determined, was made by Director Brewer, seconded by Director Garrett and unanimously approved.
- b. 2019 Committees/Chairmen
Motion: To approve the following committees and chairs for HL for 2019.
 - 1. Architectural Control - Marsha Merendino, Chair
 - 2. Elections - Karen Lawres, Chair
 - 3. Finance - No Chair - Walt White, Advisor

4. Landscape - Nancy Henry, Chair
5. Maintenance - Tom Tullius, Chair
6. Property Protection - Lynn Buckley, Chair

Was made by Director Brewer, seconded by Director Stuart and Unanimously approved.

Note: Two ad-hoc committees completed their service and four committees were disbanded

- c. Concrete Remove & Replacement for Sidewalks And Ramps
Motion: To approve Concrete Hazard Solutions proposal for removing and replacing concrete for sidewalks and ramps for locations at Building 17-18, Building 224, Building 706, Management Office Parking lot and by Putting Green area in the amount of \$13,210.00 to be billed to Reserve GL code 6000 0521 – Concrete Expenses, was made by Director Brewer, seconded by Director Stuart and unanimously approved.

8. DISCUSSION ITEMS – None

9. DIRECTOR'S COMMENTS

- a. Walt White – Electric Vehicle Charging Stations
 - I. An electric-vehicle community charging station proposal is being prepared by Charge Point for consideration by the Board early next year.
- b. Nancy Stuart –
 - I. Parking
 1. Care giver vehicle decals
 - II. Finances
 1. Two months remain in financial reporting for 2018 and final balance may greatly differ from what is currently being reported.
- c. Marilyn Brewer –
 - I. Pickleball players letter of appreciation for the revisions to the courts.
 - II. Management Office Refurbishment –
 1. Phase 1 is nearing completion with a new entrance and reception area.
 2. Phase 2 has been delayed due to Huntington Beach City inspection requirements with completion expected in early January.

10. ADJOURNMENT –President Brewer adjourned the meeting at 10:27AM by general consent.

11. NEXT BOARD MEETING – **Thursday, January 3, 2019 at 9:00AM in the Main Lounge.**

EXECUTIVE SESSION 11/16/18

- a. **Contract Negotiation**
 - I. **Main Office Refurbishment**
 - II. **Electrical Vehicle Charging Station request for proposal from Charge Point**
- b. **Legal**
 - I. **Attorney Matt Ober provided update on status of negotiation with city regarding the water rates.**


Dayton La Grua, Secretary


Date