

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

Thursday, September 5, 2019, 9:00 AM, Main Lounge

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

2. Flag Salute – Walt White

3. ROLL CALL – a quorum was present

Marilyn Brewer, President (Absent)

Nancy Stuart, Vice President

Dayton La Grua, Secretary

Walter White, Chief Financial Officer

John Muse, Member-at-Large

Jean MacLennan, Member-at-Large

4. OTHER ATTENDEES

Approximately 25+ owners

Kimberly Pollard, General Manager

Dianna Marcks

5. HOMEOWNER FORUM – One (1) homeowner addressed the Board on:

a. Use of Electric Bicycles for the Roving patrol (1)

6. CONSENT CALENDAR – Nancy Stuart

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 consent calendar including the minutes of the August 1, 2019 Board of Directors meeting was made by Director La Grua, seconded by Director White and unanimously approved.

a. Approval of Agenda

b. BOD Minutes – 8/1/19 Regular

c. Management Report

d. Committee Minutes/Reports

1. Architectural Control Committee

2. Election Advisory Committee

3. Finance Advisory Committee

4. Landscape Advisory Committee

5. Maintenance Advisory Committee

6. Property Protection Advisory Committee – Pulled – General Manager Pollard addressed security issues.

7. CFO REPORT

a. The monthly Financial Report was provided by CFO Walt White.

b. July 2019 Financial Report

Motion: I ratify that I have reviewed, independent of a board meeting, the unaudited July 2019 financial documents and statements described in Civil Code 5500 was made by Director White, seconded by Director MacLennan and unanimously approved.

c. Procurement Policy

Motion: Approve the proposed Procurement Policy was made by Director White, seconded by Director La Grua and unanimously approved.

d. Assessment Collection policy

Motion: Approve the revised Assessment Collection Policy reviewed by legal counsel that will become effective January 1, 2020 was made by Director White, seconded by Director Muse and unanimously approved.

e. Authorization to Management Agent

Motion: Approve the revised Authorization to Management Agent that is an attachment to the Funds Transfer Policy that was approved by the Board of Directors on July 11, 2019 was made by Director White, seconded by Director La Grua and unanimously passed.

f. Interest and Tax Policy

Motion: Approve the revised Interest and Tax Policy was made by Director White, seconded by Director Muse and unanimously approved.

g. Reinvest Maturing CDs

Motion: Reinvest 4, nominal \$250K CDs maturing in mid-October 2019 in 4 new, nominal \$250K CDs with terms ending Jan/Feb 2021, Aug/Sep 2021, Jul/Aug/Sep 2022, and Oct/Nov 2022 at about 1.75 to 1.85% as recommended by Morgan Stanley was made by Director White, seconded by Director Muse and unanimously approved.

8. UNFINISHED BUSINESS

a. Solar Energy System Standards

Motion: To approve the Solar Energy System Installation Standards as they have complied with requirements of Civil Code 4360 and 4045 was made by Director Stuart, seconded by Director Muse and unanimously approved.

9. NEW BUSINESS

a. ACC Application - Cable Installation

Motion: To approve posting of the Cable Installation Application draft for 28 days for resident review and comment, pursuant to Civil Codes 4045 and 4360. The application draft has been reviewed by the ACC, Maintenance and the HOA's construction manager was made by Director Stuart, seconded by Director La Grua and unanimously passed.

b. Committee Charters

Motion: Approve the revised charters for the Election, Finance, Landscape and Property Protection Advisory Committees was made by Director White, seconded by Director La Grua and unanimously passed.

10. DISCUSSION ITEMS – None

11. DIRECTOR'S/MANAGER'S COMMENTS

a. John Muse –

1. Increased implementation and utilization of TownSq.
2. TownSq sign-up and usage event on September 13<sup>th</sup>.

- b. Jean MacLennan –
  - 1. August Office Hours Topics
    - a. Failure of drivers to head stop signs
    - b. RFID stickers for non-residents
  - 2. Office hours, appreciation for all who attend. The August and September office hours will be hosted by Directors Jean MacLennan and John Muse.
- c. Dayton La Grua –
  - 1. The issue of trespassers entering the community and what to do about it will be presented as an emergency item at the September 6<sup>th</sup> executive Board meeting.
- d. Nancy Stuart –
  - 1. Candidate update and election Kick-off by the main pool at 4pm September 6<sup>th</sup>.

12. ADJOURNMENT – Vice President Stuart adjourned the meeting at 9:55AM by general consent.

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

  
Dayton La Grua, Secretary

Oct 3, 2019  
Date