

**AMERICANA GARDENS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES
Monday, August 14, 2023, | 2:00 p.m.
Clubhouse**

NOTICE OF MEETING: In accordance with civil code section 4920, a notice of meeting and agenda items were posted at the community directories for the General Session Board of Directors meeting of the Americana Gardens Homeowners Association held on the above-stated date and time. The meeting was held at the clubhouse and via Zoom.

PRESENT Kevin Todd President
 Daniel Hawkins Vice President
 Olwen Garcia Secretary

ABSENT Tamara Bulek Treasurer

(*One vacant position)

MANAGEMENT Rhonda M. Drews, PCAM™– representing Premier Community Association Management

CALL TO ORDER

President Todd called the meeting to order at 2:00pm noting that a quorum was present.

PRESENTATION

Representatives from EmpireWorks were in attendance to discuss the deck project. They noted that 48 balconies need extensive repair and 24 need only regular maintenance. Discussion also included paint colors and railings.

EXECUTIVE MEETING DISCLOSURE

It was noted the Board met in Executive Session prior to the meeting to discuss member discipline, delinquencies, and a legal matter.

SECRETARY’S REPORT

The Board of Directors reviewed the meeting minutes of July 10, 2023. Kevin Todd made a motion to approve the minutes as presented. Olwen Garcia seconded the motion, all in favor, motion passed.

TREASURER’S REPORT

Kevin Todd made a motion to accept the June and July 2023 financials as presented. Olwen Garcia seconded the motion, all in favor, motion passed.

The following balances were noted:

July 2023			
ASSETS		LIABILITIES & CAPITAL	
Operating Accounts	\$94,209.94	Accounts Payable	\$79,814.76

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Receivables	\$33,891.14	Reserve Liabilities	0.00
Prepaid Expense	\$9,802.85	Equity	\$83,612.72
Clearing Account	\$452.24	Retained Earnings	\$83,612.72
Total Operating Assets	\$116,373.17	Total Operating Liabilities & Capital	\$116,373.17
* Balances:			
CIT: \$92,271.43	PacWest: \$1,938.51		Reserves: \$544,072.40

Financials were reviewed in accordance with Corporations Code 5501.

Reserve Study – The reserve study proposal was reviewed. Kevin Todd made a motion to approve the proposal for the reserve study update provided by SCT Reserve Consultants for \$700. Olwen Garcia seconded the motion, all in favor, motion passed.

Authorize Write Off – Kevin Todd made a motion to write off the balance owed for account 88-60239. Daniel Hawkins seconded the motion, all in favor, motion passed.

NEW BUSINESS

Updated Collection Policy – Kevin Todd made a motion to adopt the revised Collection Policy as drafted by Delphi. Daniel Hawkins seconded the motion, all in favor, motion passed.

Proposed Election Rules – The Board reviewed the revised Election Rules. The Board asked about cumulative voting and duplicate ballots. Management will have these items addressed,

Inspectors of Election Proposal – The Board reviewed a proposal for the Inspector of Election services. Kevin Todd made a motion to approve the proposal provided by Pro Elections for \$1,404. Daniel Hawkins seconded the motion, all in favor, motion passed.

Pest Control Renewal – Management was directed to obtain a revised proposal for building 7.

Entry Way Resurfacing Proposals – This item was tabled pending additional proposals.

Fences/Gates & Rails Revised Proposal and Update – It was noted that EmpireWorks will provide a revised proposal.

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Deck Repairs & Renovation Update – This item was tabled pending additional proposals.

Parking Lot Camera Update – Kevin Todd provided a map of the camera locations as well as coverage areas and a list of expenses.

Bulk Services (Frontier & HotWire) – The Board reviewed communication regarding the pricing for the bulk services. This item was then tabled.

ARCHITECTURAL

Ratify Architectural Approval - Kevin Todd made a motion to ratify the approval of the architectural modification request submitted by the owner of #161 for the replacement of the air conditioning unit. Daniel Hawkins seconded the motion, all in favor, motion passed.

HOMEOWNER'S FORUM – No owners were in attendance.

NEXT MEETING DATE - Monday, September 11, 2023, at 2pm (open session).

ADJOURN

There being no further business to be brought before the Board, the Board adjourned the meeting at 3:31pm.

I, Olwen Garcia, the duly appointed and acting Secretary of the Americana Gardens Homeowners Association, do hereby certify that the foregoing is a true and correct copy of the minutes of the General Session Board of Directors meeting held on the above date and approved by the Board of Directors of the Americana Gardens Homeowners Association.

ATTEST *G. Garcia, Sec* DATE *9/11/23*