

**AMERICANA GARDENS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES
Monday, November 13, 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
	Tamara Bulek	Treasurer

ABSENT	Olwen Garcia	Secretary
	(*One vacant position)	

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

President Todd called the meeting to order at 2:01pm noting that a quorum was present.

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 October 9, 2023. Kevin Todd made a motion to approve the minutes with the noted correction. Tamara Bulek seconded the motion, all in favor, motion passed.

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TREASURER'S REPORT

The Board reviewed the August & September financial statements. Kevin Todd made a motion to accept the financials as presented. Daniel Hawkins seconded the motion, all in favor, motion passed.

September 2023			
ASSETS		LIABILITIES & CAPITAL	
Operating Accounts	\$106,084.40	Accounts Payable	\$55,015.77
Receivables	\$29,987.52	Reserve Liabilities	0.00
Prepaid Expense	\$2,661.00	Equity	\$83,612.72
Clearing Account	\$897.24	Retained Earnings	\$83,612.72
Total Operating Assets	\$117,644.96	Total Operating Liabilities & Capital	\$117,644.96
* Balances:			
CIT: \$94,514.71	PacWest: \$11,567.69		Reserves: \$645,531.66

The Board reviewed the draft 2024 budget and discussed it in length. The individual line items were reviewed as were the funds needed for reserve components. Kevin Todd made a motion to approve the budget with a 5.98% increase. Tamara Bulek seconded the motion, all in favor, motion passed.

The proposal received from VanderPol to perform the year end review was reviewed. Kevin Todd made a motion to approve the proposal. Tamara Bulek seconded the motion, all in favor, motion passed.

The 2024 draft reserve study report was reviewed. The report is not yet final as other revisions are being made. Kevin Todd made a motion to accept the revised report once it's reviewed Tamara Bulek seconded the motion, all in favor, motion passed.

NEW BUSINESS

Pool Cage Proposal - A proposal from EmpireWorks to enclose the above ground pool equipment was reviewed. The matter was tabled.

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Insurance Renewal - Kevin Todd made a motion to ratify the approval of the insurance renewal. Daniel Hawkins seconded the motion, all in favor, motion passed.

Annual Roof Maintenance - The Board reviewed the proposal for annual roof maintenance from BRS Roofing in the amount of \$4,000.00. Tamara Bulek seconded the motion, all in favor, motion passed.

Window Tint Proposal - The Board reviewed the proposal to tint the Clubhouse windows. Management was requested to obtain an additional bid as well as a revised bid to include the Southside of gym.

Fire Extinguisher Event - It was decided a Fire Safety Day would be not held but that owners will be reminded of the necessity for fire extinguishers and other fire safety issues. Kevin Todd volunteered to draft the message.

Clubhouse Furniture - It was reported this matter still remains pending.

Entryway Resurfacing – This matter was tabled until after the painting project is complete.

Fences/Gates & Rails Update – It was reported the stairwell railings are being done by Empire Works and the balcony railings remain pending per RC Welding's production schedule.

Deck Repairs & Renovation Update – Revised proposal pending. No action taken at this time.

Bulk Services – The Board is waiting to hear from Spectrum to ascertain if the Association was approved for bulk services.

Election Rules – The Board received no comments from the membership after the 28 day review period. Kevin Todd made a motion to approve the Election Rules. Tamara Bulek seconded the motion, all in favor, motion passed.

Surveillance Camera Rules – The Board received no comments from the membership after the 28 day review period. Kevin Todd made a motion to approve the Surveillance Camera Rules. Tamara Bulek seconded the motion, all in favor, motion passed.

ARCHITECTURAL

The Board reviewed and approved the Architectural Application for unit 264, pending flooring specification.

HOMEOWNER'S FORUM – Owners in attendance discussed items such as: landscaping, gate 8, railings, and pigeons.

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

ADJOURN

There being no further business to be brought before the Board, the Board adjourned the meeting at 3:26pm.

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 Olwen Garcia, Sec. DATE 12/15/23