

Casa del Sol Circle Association Minutes 5/18/2017

1. **Called to Order** by M. Borofsky at 6:00 PM.
2. **Quorum was met:** Board Members Present – M. Borofsky by phone, J. Anderson, K. Strothers, M. Scott. Also, present Ameri-Tech's - Jenny Schoenfeld. Not Present – L. Schultze, CDS representative from Condominium Associates.
3. **Proof of Notice:** Agenda was posted Tuesday May 16, 2017 at 3:00 PM by M. Borofsky.
4. **Reading of April 20, 2017:** Read by M. Scott. Motion made by K. Strothers to approve the minutes as read. Second by J. Anderson; Motion approved unanimously by remaining board members.
5. **President's Report** – Read by M. Borofsky:
 - A. New gate installed on Winding Creek Road. All gate locks keyed identically.
 - B. New Bulletin Boards installed. Locks Repaired.
 - C. Condominium Associates refuses to release Casa del Sol from our contract. CDS board hired an attorney to fight Condominium Associates. Attorney is Daniel Pilka. Attorney Pilka sent Condominium Associates a demand letter on 5/5/2017. As of this board meeting Condominium Associates has failed to respond.
 - D. Bids for the required insurance clubhouse roof replacement have been received and reviewed. Repairs to begin end of May/beginning of June 2017. Clubhouse roof replacement to be completed before the next monthly board meeting. Closing of the pool area will be minimal. Debris to be removed by roofing company daily. Tennis Court to be used as the main access point for roofing company. Roofing company requires a down payment. Down payment will be paid from reserves. Special assessment to be determined once the job has been completed and final bill has been received from company. Special assessment amount should be available by next board meeting.
 - E. Jenny Schoenfeld from Ameri-Tech was successful in negotiating with the insurance company on an extension of time to complete required repairs. Kudos to Jenny!
 - E. Insurance repair demands must be completed by July 1, 2017.
 - F. Guardhouse requires a 75% community vote to remove structure. If the vote is not received the entire cost of the guardhouse demolition and the cost to rebuild the guardhouse will be paid by the community as another Special Assessment.
 - G. Alhambra pipe issue has been repaired/resolved by Midway Services. Midway spent 6 or 7 hours clearing the 4 inch pipe that was clogged with 3 ½ inches of grease/debris. Line is completely clear of any and all grease/debris.

Treasurer's Report – Condo Associates failed for the second month in a row to provide the monthly financials for this meeting.

6. **Old Business:** Barcelona/3077 - Unit 302 – has been sold; closing was 4/7/17. Previously balance of past due maintenance fees in the amount \$1532.00 must be written off. Motion made by M. Borofsky to approve the write off. Second by K. Strothers. Motion approved unanimously by remaining board members.
7. **New Business:**
 - A. Motion to ratify approval of Innovative Roofing's Proposal for the replacement of the clubhouse roof. Motion was made by M. Borofsky to approve proposal. Second by K. Strothers; Motion approved unanimously by remaining board members.
 - B. Motion to create a petty cash fund. Motion was made by M. Borofsky to create and fund a petty cash account in the amount of \$1,000 to be used to community repairs done by board members. Second by J. Anderson. Motion approved unanimously by remaining board members.
 - C. Insurance Study completed 4/28/17. Motion made by M. Borofsky to accept insurance study. Second by K. Strothers. Motion approved unanimously by remaining board members.
8. Board members M. Scott, Secretary and K. Strothers, Vice President have agreed to swap positions. Motion was made by J. Anderson to appoint M. Scott as board Vice President and K. Strothers as board Secretary. Second by M. Borofsky.
9. **Motion to adjourn** made at 6:35 PM by J. Anderson, Second by M. Borofsky. Motion approved unanimously by remaining board members.