

China Falls Homeowners' Association

Nov 24, 2020

HOA Board Meeting

Members Attending:

Eric Hasson (Treasurer), Alyson Mendez (President), Nora Chen (Secretary), Ben Scrace (VP)

- 1) North entrance electric issues continue, some lights have been out for a long time and insufficient wiring to support holiday lighting. Need to find a landscape designer/installer/contractor (not an electrician) with right expertise to do lighting upgrade. Alyson to seek quotes/recommendations, including south entrance update.
- 2) Lot 74. Missing tenant information. Agent sent written confirmation of tenant verification and completed tenant information sheet. Need to send summary email to the owner's agent to close issue, informing that remaining fines have been conditionally waived by the Board.
- 3) Lot 24. Issue with apparent subletting has been resolved. Closure email still needs to be sent.
- 4) Lot 76. Final landscaping elements have been installed; issue is now resolved. Closure email to be sent.
- 5) 2020 Budget review.
 - a. Insurance was a little higher than estimated.
 - b. Water cost was lower than estimated.
 - c. Legal is exceeding budget mostly due to an additional ~\$2k legal invoice to review CC&Rs for Board guidance on Lot 38, now listed for sale. Board agreed this expense was necessary due to the ambiguous wording of original CC&Rs. Legal costs have been increasing in recent years.
 - d. Website invoice was not received this year. Website performs poorly. Nora to contact WebCami vendor to review account.
 - e. Remaining landscaping budget to be held for correcting north entrance electric issues and updating south entrance lighting.
 - f. Overall budget excess is due to delays in hiring a management company. Board agreed to use excess in 2021 to complete outstanding maintenance projects such as entrance lighting upgrades, instead of moving funds to reserve.
- 6) HOA Management company.
 - a. Nora presented a comparison worksheet for 4 companies contacted, key differences in contracts, fees, and detailed information from references.
 - b. Ben moved to hire VIS Group. Eric seconded the motion. Motion passes.
 - c. Nora to contact VIS Group and obtain actual contract, to be reviewed by our attorney. With target start date January 1st, 2021, OK to start setup in December.
- 7) Annual meeting schedule.
 - a. Annual meeting will be held in January or February 2021, exact date to be determined in December.