



BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, June 27th, 2024

Meeting held at 7:00 PM in the Andalusia Clubhouse

PRESENT

Ron Shore	President	Rick Henry	Director
Kenny Feng	Vice - President	Rob Roggenbusch	Association Manager (CMS)
John Burnett	Treasurer	No homeowners	

Absent: Matt Cano (Secretary)

GENERAL SESSION

- I. Call to Order – 7:02 PM
- II. Homeowner Forum
No discussion.
- III. Approval of Previous Minutes
May 22nd, 2024 – Kenny motioned to approve the May 22nd, 2024 Meeting Minutes with one change (correcting the address in the Open Forum to 39332 Marbella) John seconded and the motion passes unanimously.
- IV. Treasurers Report
 1. Financial Reports ending May 31st, 2024 - the Board has reviewed all nine of the documents and ratified the financials in accordance with California Civil Code 5500.
 2. Delinquency and Aging Report - presented
 3. CD Review – no action needed at this time.
 4. Annual Review and Tax preparation (fiscal 2023-2024) – John motioned to approve the proposal for the Annual Fiscal Review and Year-end Tax Preparation from independent CPA Allen & Cook for \$2480. Kenny seconded and the motion passed unanimously.
- V. Agenda Topics
 1. Architectural applications – none at this time
 2. Leasing Status update (39332 Marbella Terraza request for lease decision extension) – Ron motioned to set the decision date regarding leasing 39332 Marbella Terraza to May 15th, 2025 as requested by the homeowner. John seconded and the motion carried.
 3. Unit issues – reviewed. Kenny motioned to approve a proposal from Silicon Valley Builders Group (#37923 for \$11,647) to repair a balcony at 39250 Marbella Terraza and water damage in the garage of the unit below. John seconded and the motion passed unanimously.
 4. Insurance Renewal (July 1st, 2024) – Ron gave an update to the Board of the insurance renewal progress with the Broker who took over for the Associations previous broker who recently retired.
 5. Light socket replacement – in progress, not yet completed.

6. Reserve Project (Mailbox replacement) – in progress, installation vendor is working on sourcing the mailboxes.
7. CMS software change update – Rob gave an update to the Board.
8. **NEXT MEETING – Thursday, July 25th, 2024 at 7:00 PM**

VI. Manager's Report

1. Work order log – presented.
2. Utility Log - presented
3. 2024 Calendar – presented.

VIII. Adjournment – 7:49 PM

**These Meeting Minutes were approved by the Board of Directors
In the August 22nd, 2024 Board Meeting.**

APPROVED