



BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, January 23rd, 2025

Meeting held at 7:00 PM in the Andalusia Clubhouse

PRESENT

Ron Shore	President	Rick Henry	Director (via Zoom)
Kenny Feng	Vice - President	Rob Roggenbusch	Association Manager (CMS)
John Burnett	Treasurer	3 homeowners	
Matt Cano	Secretary		

GENERAL SESSION

- I. Call to Order – 7:00 PM
- II. Homeowner Forum

One homeowner asked the Board if an Architectural Application was required for installing an EV charger inside his unit.

One homeowner asked for information about installing an A/C unit, new windows, and asked if the Board had any vendor recommendations. He also asked to be added to the Leasing Wait List.

Another homeowner talked about a current plumbing issue in her unit, reoccurring leaves on the back walkway, and lighting repairs.
- III. Approval of Previous Minutes

December 5th, 2024 – John motioned to approve the December 5th, 2024 Meeting Minutes as presented. Kenny seconded and the motion passed unanimously.
- IV. Treasurers Report
 1. Financial Reports ending December 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. 2025 Authorization of Electronic Payments – Matt motioned that the Board approve all electronic payments for utilities, insurance and reserve contributions for the entire year of 2025 for the purposes of California Civil Code 5502. Kenny seconded and the motion passed unanimously.
 5. 2025 Reserve Item review – the Board reviewed items listed in the Reserve Plan that are (on-paper) due in the next two years.
- V. Agenda Topics
 1. Architectural applications – none at this time.
 2. Leasing Status update – per their request, the Board will add 1016 Avila Terraza to the bottom of the Leasing Wait List.
 3. Unit issues – reviewed.
 4. 2025 CMS Management Agreement – Ron motioned to approve the 2025 CMS Management Agreement. John seconded and the motion passed unanimously.

5. EV Charger information – after sending out a survey to the homeowners to gauge the amount of interest and objections, the Board decided to not continue pursuing this potential project at this time due to lack of response.
 6. Tree proposals
 - a. Palm Tree Pruning – Ron motioned to accept the proposal from Agri-Con Tree Care (#1484 for \$27,500 plus hauling costs). Kenny seconded and the motion passed unanimously.
 - b. Regular Tree Pruning – Ron motioned to approve the proposal from A-Plus Tree (#348114 for \$9,438) for tree pruning. Kenny seconded and the motion passed unanimously.
 - c. Tree Health – Ron motioned to approve the proposal from A-Plus Tree (366947 for \$2,442) to treat trees for fruit reduction and fire blight. Kenny seconded and the motion passed unanimously.
 7. Bollard Lighting Problem Buildings 5 & 6 – Willow Glen Electric has been working on diagnosing the problem and will return on Friday January 24th.
 8. **NEXT MEETING – Thursday, February 27th, 2025 at 7:00 PM**
- VI. **Manager’s Report**
1. Work order log – presented.
 2. Utility Log – presented.
 3. 2025 Calendar – presented.
- VII. **Adjournment – 8:09 PM**
- VIII. **Executive Session - This meeting is closed to the membership per Civil Code §4935.**

**These Meeting Minutes were approved by the Board of Directors
In the February 27th, 2025 Board Meeting.**