



BOARD OF DIRECTORS REGULAR MEETING MINUTES Thursday, July 24th, 2025

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	1 homeowner	

Absent: Matt Cano (Secretary)

GENERAL SESSION

- I. Call to Order – 7:05 PM
- II. Homeowner Forum
Homeowner Julien Gaubert (1044 Avila Terraza) asked the Board to be added to the bottom of the Leasing Wait List.
- III. Approval of Previous Minutes
May 22nd, 2025 – Kenny motioned to approve the May 22nd, 2025 Meeting Minutes as presented. John seconded and the motion passed unanimously.
(No June Meeting was held)
- IV. Treasurers Report
 1. Financial Reports ending June 30th, 2025 - the Board has reviewed all nine of the documents and ratified the financials in accordance with California Civil Code 5500.
 2. CD Review – no action needed at this time.
 3. Delinquency and Aging Report – presented.
 4. 2025-2026 Fiscal Budget Draft 1 – briefly discussed. Ron & John will have a Zoom meeting with the CMS Accountant soon to discuss at length.
- VI. Agenda Topics
 1. Architectural applications – none at this time.
 2. Leasing Status update – list updated 7/18/25, will again be updated to add 1044 Avila to the bottom.
 3. Unit issues – Rick motioned to approve the Annual Gutter Cleaning proposal for the units from Commercial Gutter (#11754 for \$5800) for two gutter cleanings in the Fall/Winter. Kenny seconded and the motion passed unanimously.
 4. Fire Department report update – discussed.
 5. Election update – deadline for nominations is in September. All three Board Members whose seats are up for reelection have submitted nominations at this time, and no one else.
 6. **NEXT MEETING – Thursday August 28th, 2025 at 7:00 PM**
- VII. Manager's Report
 1. Work order log – presented.
 2. Utility Log – presented.

3. 2025 Calendar – presented.

VIII. Adjournment – 7:49 PM

**These Meeting Minutes were approved by the Board of Directors
In the August 28th, 2025 Board Meeting.**

APPROVED