



BOARD OF DIRECTORS ANNUAL MEETING MINUTES
Thursday, March 26th, 2026

Meeting held at 7:00 PM in the Andalusia Clubhouse

PRESENT

Ron Shore	President	Michele (Lin) Chung	Director
Kenny Feng	Vice – President	Rob Roggenbusch	Association Manager (CMS)
Rick Henry	CFO/Treasurer	2 homeowners	
Matt Cano	Secretary		

GENERAL SESSION

- I. Call to Order – 7:04 PM
- II. Homeowner Forum
One homeowner talked about issues she has had with her account, and a bare spot in the landscaping along the boundary wall.
- III. Approval of Previous Minutes
February 26th, 2026 Regular Minutes – Matt motioned to approve these minutes with the condition that those present were listed. Rick seconded and the motion passed unanimously.
- IV. Treasurers Report
 1. Financial Reports ending February 28th, 2026 - the Board has reviewed all nine of the documents and ratified the financials in accordance with California Civil Code 5500.
 2. CD Review – the Association has 3 Certificates of Deposit (CD's) worth \$470,000 in total maturing on 4/2/26. Rick motioned that at the time of maturity the Board do the following:
 - a. Take \$35,000 and purchase a 52-week (1 year) CD.
 - b. Take the remaining \$435,000 and purchase two 2-year CD's.Matt seconded the motion and it passed unanimously.
 3. Delinquency and Aging Report – presented.
 4. 2026 Reserve Study – first draft received and being reviewed.
- V. Agenda Topics
 1. Architectural applications – none at this time.
 2. Leasing Status update – there are currently 24 units leased with a cap of 26 units. The person who is first on the Wait List has already been offered the option to lease. The person in the second spot has declined the option to lease and has been moved to the bottom of the Wait List. Ron motioned to offer the option to lease to the unit next on the list at 1073 Avila Terraza. Matt seconded and the motion passed unanimously.
 3. Unit issues – no action needed at this time.

4. Fire Alarm & Sprinklers (Pull down fire alarm issue Bldg. 13) – Ron motioned to approve the proposal from Trout Electric (#22161 for \$13,580) for directional boring and installation of new power lines for the pull-down alarms. Kenny seconded and the motion passed unanimously.
5. Mailbox theft – discussed.
6. NEXT MEETING –**Thursday April 23rd, 2026 at 7:00 PM**

VI. **Manager's Report**

1. Work order log – presented.
2. Utility Log – presented.
3. 2026 Calendar – presented.

VII. **Adjournment - 8:24 PM**

**These Meeting Minutes were approved by the Board of Directors
in the April 23rd, 2026 Board Meeting.**

APPROVED