



BOARD OF DIRECTORS REGULAR MEETING MINUTES  
Thursday, May 28<sup>th</sup>, 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	John Burnett	
Matt Cano	Secretary	1 homeowner	

(NOTE: Matt Cano arrived at 7:35 PM)

**GENERAL SESSION**

- I. Call to Order – 7:01 PM
- II. Homeowner Forum - One board member informed the Board of trespassers on the property the night before and at least one package was stolen. Another homeowner reiterated her complaint from a previous Board Meeting about an area of the complex that is not getting cleaned enough by the landscapers.
- III. Approval of Previous Minutes
  1. April 22<sup>nd</sup>, 2026 Regular Minutes – Kenny motioned to approve these minutes as presented. Rick seconded and the motion passed unanimously.
- IV. Treasurers Report
  1. Financial Reports ending April 30<sup>th</sup>, 2026 - 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 – reviewed.
  4. 2026 Reserve Study – basically complete.
- V. Agenda Topics
  1. Architectural applications – none at this time.
  2. Leasing Status update – no changes since last meeting.
  3. Landscaping & Large Trees – no action needed at this time.
  4. Pool & Clubhouse – ask Marroquin Maintenance about possibly painting the main wall in the Clubhouse
  5. Fire Alarm & Sprinklers – Annual Fire Inspection scheduled for late June.
  6. Unit issues – no large issues at this time.
  7. Resurfacing due to Republic staining – Ron is working on the reimbursement from Republic Services for cleaning and resurfacing of the roadways damaged by their spill.
  8. Treasurer vacancy (New Board Member Appointment) Rick announced to the Board that he is selling his unit and will resign from the Board. Ron motioned to appoint previous Treasurer/CFO John Burnett to the vacant Board seat and assume the role of Treasurer/CFO. Kenny seconded, and the motion passed 4-0.

9. Next Election Cycle (Liberty proposal) – Ron motioned to approve the yearly proposal from Liberty HOA Election Services (\$1000 administration fee, \$8 per unit plus costs) to serve as the Inspector of Elections for the 2026 election. Kenny seconded and the motion passed unanimously.

**10. NEXT MEETING –Thursday June 25<sup>th</sup>, 2026 at 7:00 PM**

**VI. Manager's Report**

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

**VII. Adjournment – 7:48 PM**

These Meeting Minutes were approved by the Board of Directors  
in the June 25<sup>th</sup>, 2026 Board Meeting.

APPROVED