



BOARD OF DIRECTORS REGULAR MEETING MINUTES Thursday, June 25th, 2026

Meeting held at 7:00 PM in the Andalusia Clubhouse

PRESENT

Ron Shore	President	Michele (Lin) Chung	Director
John Burnett	CFO/Treasurer	Rob Roggenbusch	Association Manager (CMS)
Matt Cano	Secretary	2 homeowners	

(Absent: Kenny Feng -Vice President)

GENERAL SESSION

- I. Call to Order: 7:01 PM
- II. Homeowner Forum
One homeowner asked about the rules pertaining to children playing in the Common Area and reported some issues with one resident regarding the issue. Two other homeowners shared similar stories.
- III. Approval of Previous Minutes
 1. May 28th, 2026 Regular Minutes – Matt motioned to approve these minutes as presented. John seconded and the motion passed unanimously.
- IV. Treasurers Report
 1. Financial Reports ending May 31st, 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. 2026-2027 Fiscal Year Budget – discussed the first draft.
- V. Agenda Topics
 1. Architectural applications (1032 Avila Terazza - A/C unit) – Ron motioned to approve the Architectural Application for this unit to install their mini-split air conditioning system. Matt seconded and the motion passed unanimously.
 2. Leasing Status update – no changes at this time.
 3. Landscaping & Large Trees – no action needed.
 4. Pool & Clubhouse – a work order will be issued to paint two walls inside the clubhouse.
 5. Fire Alarm & Sprinklers – Annual Fire Inspection (exterior only) with the Fire Inspector is scheduled for the last week in June.
 6. Unit issues – discussed. Ron motioned to approve the annual gutter cleaning proposal from Commercial Gutter (\$5800) for two gutter cleaning in the Fall & Winter. Matt seconded and the motion passed unanimously.
 7. NEXT MEETING –Thursday July 23rd, 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 – 7:53 PM

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

APPROVED