

Southshore Hills Property Owners' Association
Board of Directors Meeting
General Session Meeting Minutes
November 6, 2019

CALL TO ORDER:

The General Session Meeting of Southshore Hills Property Owners' Association was held on November 6, 2019, at the PMP Offices. Quorum was established and the meeting was called to order by Carole Vicens at 6:30 PM.

DIRECTORS PRESENT:

Carole Vicens – President
Randy Michaels – Vice President
Richard Hostin – Treasurer
Jonathan Mason – Secretary

DIRECTORS ABSENT:

Danny Lupold – Member at Large

OTHERS PRESENT:

2032 Hillsbury
2231 Highgate

PROPERTY MANAGEMENT PROFESSIONALS REPRESENTATIVES:

Matt Bland, CMCA, AMS - Community Asset Manager.

SECRETARY'S REPORT:

A motion was made by Randy Michaels and seconded by Jonathan Mason to approve the general meeting minutes for October 2, 2019. Motion carried (M/S/C 4-0-0).

MANAGEMENT REPORT:

The Board of Directors reviewed and discussed the action item tracker from October 2019. No action was required of the Board of Directors at this time.

TREASURER'S REPORT:

Financial Summary and Recommendations: July, August, and September financial summaries were reviewed by the Board.

Financial Statements: A motion was made by Richard Hostin and seconded by Randy Michaels to accept July, August, and September 2019 financial statements. Motion carried (M/S/C 4-0-0).

Lien Approval/Disclosure of Foreclosure: None at this time.

COMMITTEE REPORTS:

Technology and Communications Committee: The committee charter was presented to the Board.

Architectural Committee: The architectural report prepared by PMP was reviewed by the Board. Pending notice of completion and follow up dates need to be added to the report.

Advisory Committee: The committee charter was presented to the Board.

Landscape Committee: The committee charter was presented to the Board.

NEW / UNFINISHED BUSINESS:

Delinquency Policy: A motion was made by Randy Michaels and seconded by Richard Hostin to adopt the delinquency policy. Motion carried M/S/C (4-0-0).

Reserve Study Draft: A motion was made by Randy Michaels and seconded by Carole Vicens to approve the reserve study draft prepared by Reserve Studies, Inc. Motion carried M/S/C (4-0-0).

2020 Budget Draft: A motion was made by Carole Vicens and seconded by Richard Hostin to approve the 2020 Budget at an annual assessment of \$700 per unit. Motion carried M/S/C (4-0-0).

Holiday Party: Tabled for additional information from North Ranch Community Center.

2018 Audit: Matt Bland to forward the document request to Carole Vicens to try and complete the 2018 Audit.

Dumpster Rental: Tabled for springtime.

HOMEOWNER'S FORUM:

Homeowners in attendance discussed photos of proposed tree replacements, update on the monument sign landscape improvements, oleanders, and the holiday party.

AJOURNMENT AND ANNOUNCEMENT OF THE NEXT BOARD MEETING:

There being no further business before the Board of Directors, the General Session Meeting was adjourned at 7:52 PM. The Next Board meeting is scheduled for December 4, 2019 at the PMP Offices.

Board Member

Date