

Southshore Hills Property Owners' Association
Board of Directors Meeting
General Session Meeting Minutes
October 7, 2020

CALL TO ORDER:

The General Session Meeting of Southshore Hills Property Owners' Association was held on October 7, 2020, on Zoom Meeting ID 302 033 439. Quorum was established and the meeting was called to order by Carole Vicens at 6:33 PM.

DIRECTORS PRESENT:

Carole Vicens – President
Richard Hostin – Vice President
Kavoos Blourtchi – Treasurer
Jonathan Mason – Secretary
Danny Lupold – Member at Large

DIRECTORS ABSENT:

None

OTHERS PRESENT:

2227 Highgate Rd
2237 Kelmscott Ct
2267 Kelmscott Ct

PROPERTY MANAGEMENT PROFESSIONALS REPRESENTATIVES:

Matt Bland, CMCA, AMS - Community Asset Manager
Julie Phan, Community Asset Manager

SECRETARY'S REPORT:

A motion was made by Jonathan Mason and seconded by Richard Hostin to approve the general meeting minutes from September 2, 2020. Motion carried (M/S/C 5-0-0).

MANAGEMENT REPORT:

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

TREASURER'S REPORT:

Current Budget: The Board has unanimously requested that PMP include current budget with all board packages moving forward.

Financial Summary and Recommendations: August 2020 financial summary was reviewed by the Board.

Financial Statements: A motion was made by Richard Hostin and seconded by Danny Lupold to accept the August 2020 financials. Motion carried (M/S/C 5-0-0).

Lien Approval/Disclosure of Foreclosure: None currently.

COMMITTEE REPORTS:

Technology and Communications Committee: John Soukup was not in attendance to provide an update to the Board.

Architectural Committee: The architectural report prepared by PMP was reviewed by the Board. Danny Lupold and Richard Hostin provided architectural updates to the Board.

Advisory Committee: The Board discussed different speed limit options.

Landscape Committee: The landscape designer will choose tree selections and ideas after we get an update from the City of Thousand Oaks. Management to check on status of tree removals from the City of Thousand Oaks.

NEW / UNFINISHED BUSINESS:

Architectural Rules Review and Update: A motion was made by Richard Hostin and seconded by Danny Lupold to approve the updated architectural rules and to have it be sent out to the membership for a 28-day comment period. Motion carried (M/S/C 5-0-0).

Restated Governing Documents Review and Update: The Board updated the membership on the next steps for the governing document rewrite. Management and the Board discussed options for holding Town Hall for comments from the membership before mailing out the ballots.

Crosswalks Painting – Galstonbury/Highgate at Triunfo: The Board discussed crosswalk, speed limit sign installations and other speed control methods with the membership.

Update on Median/Tree Removals: The Board provided update to the community regarding the medians which are supposed to be city maintained and tree removal requests proposed to the City of Thousand Oaks. Management will follow up with status of tree removals and if there is a maintenance schedule for the medians.

Schedule Annual Holiday Party in January: The Board discussed date options for the holiday party and discussed reserving the same space at North Ranch. The holiday party is tentatively scheduled for January 14th, 2021, given that COVID-19 permits a gathering and North Ranch is open for gathering.

Annual Statement Mailing Date: The Board unanimously requested that the annual statements be mailed out December 1st for January 2021-December 2021.

Water Conservation: The Board reviewed the letter from California Water Service. The Board discussed adding this information in the upcoming newsletter.

Political Signs: The Board requested that management find out what the City of Thousand Oaks ordinance rules are on how long political signs can be displayed.

HOMEOWNER'S FORUM:

The homeowners in attendance had questions regarding the street safety concerns and architectural process status and update on application.

ADJOURNMENT AND ANNOUNCEMENT OF THE NEXT BOARD MEETING:

There being no further business before the Board of Directors, the General Session Meeting was adjourned at 7:31 PM. The Next Board meeting is scheduled for November 4, 2020 via Zoom Meeting.

Board Member

11/4/2020

Date