

Southshore Hills Property Owners' Association
Board of Directors Meeting
General Session Meeting Minutes
December 4, 2019

CALL TO ORDER:

The General Session Meeting of Southshore Hills Property Owners' Association was held on December 4, 2019, at the PMP Offices. Quorum was established and the meeting was called to order by Carole Vicens at 6:32 PM.

DIRECTORS PRESENT:

Carole Vicens – President
Randy Michaels – Vice President (via video conference)
Richard Hostin – Treasurer
Jonathan Mason – Secretary

DIRECTORS ABSENT:

Danny Lupold – Member at Large

OTHERS PRESENT:

2230 Kelmscott
1685 Bowcliff Terrace

PROPERTY MANAGEMENT PROFESSIONALS REPRESENTATIVES:

Matt Bland, CMCA, AMS - Community Asset Manager.

SECRETARY'S REPORT:

A motion was made by Richard Hostin and seconded by Jonathan Mason to approve the general meeting minutes for November 6, 2019. Motion carried (M/S/C 4-0-0).

MANAGEMENT REPORT:

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

TREASURER'S REPORT:

Financial Summary and Recommendations: October 2019 financial summary was reviewed by the Board.

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

Annual Financial Review Process: This was tabled. This can be completed toward the end of the year with the budget process.

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

COMMITTEE REPORTS:

Technology and Communications Committee: There was no report at this time.

Architectural Committee: The architectural report prepared by PMP was reviewed by the Board.

Advisory Committee: There was no report at this time.

Landscape Committee: There was an update on the survey and a discuss about the tree removals.

NEW / UNFINISHED BUSINESS:

Election Rules: A motion was made by Randy Michaels and seconded by Richard Hostin to mail out the election rules for a 28-day comment period. Motion carried M/S/C (4-0-0).

Architectural Rules Review and Update: Tabled until January.

2018 Audit Update: A motion was made by Randy Michaels and seconded by Richard Hostin to have Porter & Lasiewiez provide a letter regarding not being able to complete the 2018 Audit and moving forward with the Audit for 2019. Motion carried M/S/C (4-0-0).

Holiday Party: A motion was made by Richard Hostin and seconded by Randy Michaels to have the Holiday party on January 18, 2020 from 4:00PM to 8:00PM at the North Ranch Community Center with a food budget of \$300.00. Motion carried M/S/C (4-0-0).

Dumpster Rental: Tabled for springtime.

Annual Mailing and Postcard Reminder: The Board discussed mailing out a Holiday Party and Assessment reminder postcard.

Year End Board Letter: The Board is to work on a Year End Letter to review at the January 2020 Board meeting.

HOMEOWNER'S FORUM:

Homeowners in attendance discussed photos of proposed tree replacements, landscape improvements, Rules, AirBnBs, 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 7:59 PM. The Next Board meeting is scheduled for January 2, 2020 at the PMP Offices.

Board Member

Date