

Southshore Hills Property Owners' Association  
Board of Directors Meeting  
General Session Meeting Minutes  
June 3, 2020

**CALL TO ORDER:**

The General Session Meeting of Southshore Hills Property Owners' Association was held on June 3, 2020, on Zoom Meeting ID 302 033 439. Quorum was established and the meeting was called to order by Carole Vicens at 6:31 PM.

Officer Positions for 2020-2021 Term: A motion was made by Randy Michaels and seconded by Richard Hostin to appoint Carole Vicens as President, Randy Michaels as Vice President, Richard Hostin as Treasurer, Jonathan Mason as Secretary, and Danny Lupold as Member at Large. Motion carried (M/S/C 4-0-0).

**DIRECTORS PRESENT:** Carole Vicens – President  
Randy Michaels – Vice President  
Richard Hostin – Treasurer  
Jonathan Mason – Secretary

**DIRECTORS ABSENT:** Danny Lupold – Member at Large

**OTHERS PRESENT:** 2230 Kelmscott  
2243 Kelmscott  
2032 Hillsbury  
2327 Bayside Ct.

**PROPERTY MANAGEMENT PROFESSIONALS REPRESENTATIVES:**  
Matt Bland, CMCA, AMS - Community Asset Manager.

**SECRETARY'S REPORT:**

A motion was made by Randy Hostin and seconded by Jonathan Mason to approve the general meeting minutes for May 6, 2020 with corrections. Motion carried (M/S/C 4-0-0).

**MANAGEMENT REPORT:**

The Board of Directors reviewed and discussed the action item tracker from May 2020. No action was required of the Board of Directors at this time.

**TREASURER'S REPORT:**

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

Financial Statements: A motion was made by Richard Hostin and seconded by Randy Michaels to accept the April 2020 financials. Motion carried (M/S/C 4-0-0).

Lien Approval/Disclosure of Foreclosure: A motion was made by Richard Hostin and seconded by Randy Michaels to approve a lien for APN#697-0-021-035. Motion carried (M/S/C 4-0-0).

**COMMITTEE REPORTS:**

Technology and Communications Committee: The committee has been posting and updating the website.

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

Advisory Committee: There was no report at this time.

Landscape Committee: Isabel Design is preparing a plant selection and design concept.

**NEW / UNFINISHED BUSINESS:**

Architectural Rules Review and Update: Tabled until next Board meeting.

Dumpster Rental: The dumpster day has been rescheduled until June 26<sup>th</sup> through June 29<sup>th</sup>. The Board discussed an email blast reminder and the need for volunteers.

2019 Audit Update: The Board disclosed they are working on the 2019 audit and have not been able to obtain financial information from Tandem. The Board had the association's legal counsel send a letter regarding the status of the 2019 audit to the membership.

Governing Documents Rewrite Update: The governing document rewrite is currently being reviewed by legal counsel.

**HOMEOWNER'S FORUM:**

Homeowners in attendance discussed city asphalt work and landscape improvements.

**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 6:53 PM into the Annual Membership meeting. The Next Board meeting is scheduled for July 1, 2020 via Zoom Meeting.

\_\_\_\_\_  
Board Member

7/1/2020

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Date