

MINUTES
CROWN POINTE COMMUNITY ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
SEPTEMBER 21, 2017

DIRECTORS PRESENT:

Kevin Dickson, Robert Erb, Debbie Fallon, Billie Hastings, Marilyn Whitcomb

CANNON MANAGEMENT:

Trina Blair

CALL TO ORDER:

The meeting was called to order at 6:00 P.M. at The Long Beach Petroleum Club located at 3636 Linden Avenue, Long Beach, CA 90807. A quorum was present.

HOMEOWNER FORUM:

Introductions were made and homeowners present were given an opportunity to speak and ask questions of the Board.

REVIEW OF MINUTES:

The Board reviewed the minutes from the August meeting. The minutes were approved as submitted.

FINANCIAL:

The Board reviewed the August financial statements. The financial statements were accepted subject to review by the Association's CPA.

The Board asked Cannon Management to ensure that the Wells Fargo signature cards have been updated.

The Board asked Cannon Management to contact BrightView Landscape Services, the Association's landscape vendor, to confirm their billing as an increase should have taken affect May 2017.

The Board reviewed several water bills from the City of Long Beach and a graph tracking the usage and cost. The Board asked Cannon Management to continue providing updated graphs with each financial packet. [Reference: September 2017 Management Report Pages 28-34]

The Board reviewed correspondence from Rose Purmort with Cannon Management regarding the name being reflected in the Association's financials for the landscape vendor. The Board indicated no further action was necessary. [Reference: September 2017 Management Report Page 35]

The Board approved to increase the social committees budget to \$800 for the 2017 annual celebration.

DELINQUENCY:

The Board did not approve to send any accounts to lien and/or foreclosure. [Reference: September 2017 Management Report Page 36]

ALC APPLICATION:

The Board reviewed (and approved) a hand carried ALC Application from 4007 Marion Way to replace their windows.

LANDSCAPE MATTERS:

The Board reviewed the landscape notes from the August property walk and indicated no further action was necessary. [Reference: September 2017 Management Report Pages 38-53]

The Board asked Cannon Management to inspect the Terrylynn access gate as there is an area where the paint has peeled away.

The Board asked Cannon Management to request that the landscape vendor address the following:

- use a pet deterrent on the slope near the guest parking on Avery as the grass continues to have yellow spots;
- Check the irrigation as there are dry spots throughout the community; and
- Repair the quick coupler in the Terrylynn alley (i.e. fix and lower the lid).

MAINTENANCE MATTERS:

The Board reviewed (but did not approve) a proposal from Fox Painting to paint the address sign poles throughout the community in the amount of \$200. [Reference: September 2017 Management Report Pages 54-55]

OTHER ASSOCIATION RELATED MATTERS:

The Board reviewed (but tabled) a quote from HD Supply Solutions to purchase replacement street signs in the amount of \$50 each. The Board asked Cannon Management to contact the Public Works department to inquire if they would be able to supply a quote to replace the signs so they match the city signs. [Reference: September 2017 Management Report Pages 56-58]

The Board asked Cannon Management to add the discussion of purchasing/relocating the Association's bulletin board to the next meeting agenda.

The Board asked Cannon Management to confirm the number of homeowners registered to the Association's website.

The Board reviewed (and approved) a hand carried proposal from Horizon Lighting Inc. for forty-six (46) black Salisbury LED decorative pole fixtures and base covers in the amount of \$34,228. Cannon Management will publish this proposal in the next management report.

RATIFICATION OF DECISIONS:

The Board reviewed (and ratified) the following approved proposals:

- Quick coupler repair completed by BrightView Landscape Services in the amount of \$129.84 which was approved on August 30, 2017 by Trina Blair via managements emergency expenditure;
- Contract to use the facilities of the Long Beach Petroleum Club in the amount of \$300 which was approved on August 14, 2017 by Trina Blair per the directive given during the July 2017 meeting to move the meetings to this location;
- Power washing on the common area stucco walls/sidewalks completed by Fox Painting in the amount of \$1,500 which was approved on July 25, 2017 by Director Dickson between meetings via email; and
- Investment made at International City Bank in the amount of \$100,000 for a two (2) year CD maturing on September 2, 2019 which was approved on September 5, 2017 by Directors Dickson and Whitcomb between meetings. [Reference: September 2017 Management Report Pages 59-70]

NOTICE TO HOMEOWNERS:

The Board asked Cannon Management to notify all homeowners of the following Association related issues:

- Light project;
- Emergency contact;
- Emergency gate issues; and
- Next scheduled meeting.

ADJOURN TO EXECUTIVE SESSION:


The Board met in Executive Session at the last regularly scheduled Board Meeting to address the following:

- Review (and approval) of previous minutes;
- Homeowner delinquencies;
- Homeowner correspondence;
- Disciplinary issues for homeowners alleged to be in violation of the governing documents;
- Legal issues (if any); and
- Any other issues that may be lawfully addressed in Executive Session.

ADJOURNMENT:

The meeting was adjourned at 7:34 P.M. The next meeting is scheduled for 6:00 P.M. on Thursday, October 19, 2017 at The Long Beach Petroleum Club located at 3636 Linden Avenue, Long Beach, CA 90807.

Submitted by:


Trina Blair, CCAM
Cannon Management

CERTIFICATION BY SECRETARY:

I, Billie Hastings, am the duly appointed Secretary of Crown Pointe Community Association, Inc. and hereby certify that these minutes were approved by the Association's Board of Directors on Billie Hastings
10-19-17

Duly Appointed Secretary
Crown Pointe Community Association, Inc.