

CAMINO VILLAGE HOMEOWNERS ASSOCIATION

PO Box 1308 ♦ Roseville, CA 95678 ♦ (916) 786-6000 Ext. 330

EXECUTIVE SESSION BOARD OF DIRECTORS MEETING

JANUARY 22, 2020, AFTER OPEN MEETING

I. Call to Order

The January 22, 2020, Executive Session meeting of the Board of Directors was called to order at 8:00 PM at Matteo's Pizza & Bistro, 5132 Arden Way, Carmichael, CA.

II. Roll Call

Directors Present: Jasmine Cusic
Tracy Dennison
Andy Reid
Dan Schiff

Members Present: 0

Management: Michael Murray, CMCA, of CiD Consortium, LLC

III. Action Items

- Small Claims Collection Action Review, Account # 439173 – The Board and management reviewed the account history. Management noted that the account is closed and there is \$1,719.79 owed. The Board noted that prior discussions regarding the account resulted in a position that the debt can be considered uncollectible and would cost more to pursue than what is owed. After consideration, not pursuing smalls claims collection action was M/S/A. Management noted that the Board should add this item to the next Open Meeting agenda and consider writing off the amount as uncollectible and charge to bed debt.

IV. Adjourn

There being no further business before the Board of Directors, the meeting was adjourned at 8:04 PM.

Respectfully submitted by Michael Murray, CMCA, of CiD Consortium, LLC

ATTEST:


Jasmine Cusic, President

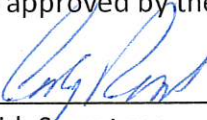
DATE: 2/5/2020

CAMINO VILLAGE HOMEOWNERS ASSOCIATION

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Secretary Certification

I, Andy Reid, Secretary of the Camino Village Homeowners Association do hereby certify that the foregoing is a true and correct copy of the Executive Session minutes of the Camino Village Homeowners Association Board of Directors meeting held on January 22, 2020, as approved by the Board members in attendance of the meeting.



Andy Reid, Secretary

DATE: 2/5/20

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BOARD OF DIRECTOR MEETING MINUTES

January 22, 2020

Mateo's Pizza & Bistro, 5132 Arden Way, Carmichael, CA

I. Call to Order

The January 22, 2020, Open meeting of the Board of Directors was called to order at 7:20 PM.

II. Roll Call & Election of Officers

Directors Present: Andy Reid

Jasmine Cusic

Dan Schiff

Members Present: 10

Management: Michael Murray, CMCA, of CiD Consortium, LLC

Yanira Gamble, CiD Consortium, LLC

At this time, Owner Tracy Dennison expressed interest in serving on the Board and filling one of the open seats. After consideration, appointing Owner Dennison to the one of the open seats was M/S/A.

After consideration, the 2020 Officers were decided:

<u>Name</u>	<u>Position</u>	<u>Term End</u>
<i>Vacant</i>	President	2021
Jasmine Cusic	Vide President	2022
Andy Reid	Secretary	2022
Dan Schiff	Treasurer	2021
Tracy Dennison	Member at Large	2021

III. Open Forum

- Owner Yeater inquired of those present their interest in a community garage sale. Those present expressed agreement that a community garage sale is a good idea. Also, Owner Yeater stated that a volunteer is needed to oversee the Association's website. Director Reid stated he would consider volunteering. Management noted that CiD Consortium currently provides Camino Village an Owner Portal for all owners which serves as a location for documents, account management, and various issue reporting. The Board instructed management to inform the Owners on how to access the Owner Portal.

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IV. Approval of Minutes

Last Open Meeting Minutes – Management reported that the last Open meeting minutes were not available at this time.

V. Financials

The Board and management reviewed the financials. According to the balance sheet dated December 31, 2019:

- Operating Account – \$43,012
- Reserve Accounts – \$138,861
- Lien Approval Request – none

VI. Committee Reports

- Landscaping, Committee Members – Owner DeStefano expressed to the those present that volunteers are needed to serve on the landscaping committee. Owner DeStefano stated she will continue to serve as the Chairperson, but lacking additional volunteers to assist, especially during March through November, it may be required to discuss with the Board transferring these duties to the management company.

VII. Manager's Report

- Time Tracker Review – The Board and management reviewed the December 2019 time tracking reports.

VIII. Old Business – none

IX. New Business

- Election Rules Revision Proposals – Management discussed Senate Bill 323, which makes various changes to the Association's election processes, including that management will no longer be able to act as the Association's Inspector of Elections. Owner DeStefano stated she would serve as the Inspector of Elections when the time came. Management explained the time line changes of the election process due to the new law. Due to the passing of SB 323, the Association must revise the Election Rules. The Board has been provided with three Election Rules revision proposals to consider and noted the revision must be done this year as soon as possible. It was noted that the 2020 budget includes an amount for this requirement. The Board agreed that more time is necessary to review the proposals. This item will remain on the agenda.
- Parking Discussion – Director Reid reported that violations of parking rules have been minimal recently. It was noted that cars should be parked within garages at all times, unless it is being washed or loading/unloading. Director Reid noted that volunteers are needed to assist with parking compliance

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oversight. Owner Dave Bette expressed interest in considering assisting with this matter.

- Painting Project Update – It was acknowledged that this topic was discussed during the Annual Meeting. Owner Yeater reported that the painting project should be completed prior to the end of summer this year.
- Street Sealing Discussion – The Board agreed that street sealing should be considered for late summer this year. The Board instructed management to obtain three proposals for consideration during early summer.
- CiD Consortium, LLC Management and Accounting Contract – Management reported that an updated CiD Consortium, LLC, management and accounting contract needs to be considered by the Board, as the Association's banking vendor needs to have current contract language on file. In addition, the Association may need a management services option based on conversations during the meeting. This item will remain on the agenda.

XI. Next Meeting

The Board discussed conducting the next Open meeting in February. An agenda will be provided to the Owners noting the meeting date, time and location.

XII. Executive Session

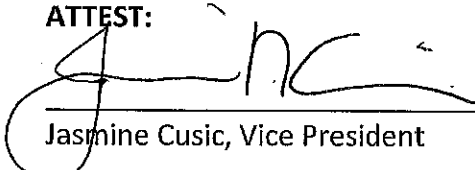
The Board of Directors convened Executive Session at 8:00 PM to review and closed delinquent account. After this item was addressed, there were no further issues before the Board and the Open meeting was reconvened at 8:04 PM.

XIII. Adjourn

There being no further business before the Board, the meeting adjourned at 8:04 PM.

Submitted by Michael Murray, CMCA, of CiD Consortium LLC

ATTEST:


Jasmine Cusic, Vice President

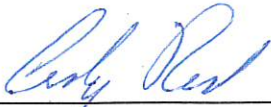
DATE: 2/5/2020

SECRETARY CERTIFICATION

I, Andy Reid, Secretary of the Camino Village Homeowners Association do hereby certify that the foregoing is a true and correct copy of the minutes of the Camino Village Homeowners Association Board of Directors meeting held on January 22, 2020, as approved by the Board members in attendance of the meeting.

BRANDON OAKS HOMEOWNERS ASSOCIATION

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Andy Reid, Secretary

DATE: 2/5/20

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2020 ANNUAL MEMBERSHIP MEETING MINUTES

January 22, 2020

Matteo's Pizza & Bistro, 5132 Arden Way, Carmichael, CA

I. Call to Order

The Annual Meeting of the Camino Village Homeowners Association was called to order at 7:01 PM.

II. Determination of Quorum

Management reported that, as the designated holder of the ballots, the Association has met the quorum requirements: 15 ballots to meet the quorum requirements – 22 ballots received.

III. Annual Meeting Minutes Approval

The Membership reviewed the January 23, 2019, Annual Membership Meeting Inspector of Election report. After review, the January 23, 2019, Annual Membership Meeting Inspector of Election report was M/S/A.

IV. Treasurer's Report – It was decided to review the financials during the Open Meeting.

V. President's Report – There was no report available.

VI. Report of Election Results

Michael Murray of CiD Consortium, LLC was the designated as Inspector of Elections. Yanira Gamble of CiD Consortium, LLC, was present to assist. All envelopes containing the ballots were verified; outer envelopes were opened and the sealed ballots were place in the ballot box. Ballot envelopes were opened and the ballots were tallied. The results of the balloting were announced.

Results: Owners Jasmine Cusic and Andy Reid received the highest amount of votes and were elected to the Board of Directors. There were no write-in votes.

2020-21 Board of Directors:

<u>Name</u>	<u>Term End</u>
Jasmine Cusic	2022
Andy Reid	2022
Dan Schiff	2021
Vacant	2021
Vacant	2021

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VII. Open Forum

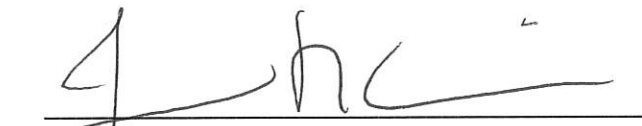
- Owner Yeater reviewed the current status of the painting project and color options with those present, providing a pamphlet of the approved color schemes. Owners need to report their front door color decision to Owner Yeater. Also, Owner Yeater requested a volunteer to assist with vehicle gate callbox programming. Owner Dave Bette volunteered to assist.

VIII. Adjournment

There being no further business before the membership the 2018 Annual Membership meeting adjourned at 7:19 PM.

Submitted By: Michael Murray, CMCA, of CiD Consortium, LLC


ATTEST:


Jasmine Cusic, Vice President

DATE: 2/5/2020

SECRETARY CERTIFICATION

I, Andy Reid, Secretary of the Camino Village Homeowners Association do hereby certify that the foregoing is a true and correct copy of the minutes of the Annual Meeting on January 22, 2020, as approved by the Members in attendance of the meeting


Andy Reid, Secretary

DATE: 3/5/20

CAMINO VILLAGE HOMEOWNERS ASSOCIATION
Board of Directors Open Meeting Minutes – Wednesday, December 11, 2019

Location:

2333 Fallwater Lane

Call to Order:

The board meeting was called to order at 6:32 PM. A quorum was established.

Board Members in Attendance:

Jasmine Cusic, Andy Reid, Dan Schiff

Others Present:

Tracy Dennison, Anne DeStefano, Larry Raskin, Laura Summers, Gloria Weiss

Approval of Board Meeting Minutes:

Motion made by D. Schiff to approve October 23rd, 2019 open board meeting minutes; seconded by J. Cusic.

President's Report:

None.

Treasurer's / Financial Report:

- **October 2019 Financials:** D. Schiff provided a summary of balance sheet and account information through October 31st, 2019. As of October 31st, 2019, the operating account had a balance of \$43,780; and, the reserve account had a balance of \$133,458.
- The board had a general discussion of the budget and fidelity insurance. No decisions were made.

Parking Committee Report

- A. Destefano and L. Summers volunteered to put together a parking reminder letter on/around the beginning of the year.

Landscaping Committee Report:

- A. Destefano provided an update on Camino Village landscaping, which included general landscaping issues: sprinklers, pruning, and replanting, etc.

Architecture Committee Report:

- **House Painting**
G. Weiss provided an update on the 2020 house painting project. D. Schiff made a motion, seconded by J. Cusic, to select Mastercraft as the contractor for the HOA painting project.
- **Street Sealing**
G. Weiss stated that the board needed to find a volunteer to lead the street sealing project. No volunteers came forward.

Annual Meeting:

CAMINO VILLAGE HOMEOWNERS ASSOCIATION
Board of Directors Open Meeting Minutes – Wednesday, December 11, 2019

- A. Destefano reminded members about the upcoming annual board meeting to be held January 22nd, 2020.

Old Business: None.

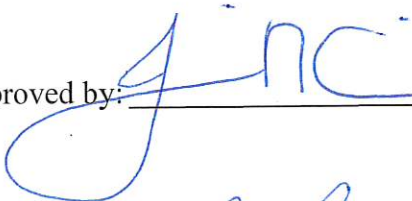
New Business:

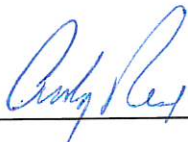
- G. Weiss proposed holding a community-wide garage sale, for sometime possibly in June 2020.

Next Meeting:

- Annual meeting: January 22nd, 2020 at 6:00 PM at Matteo's Pizza & Bistro.

Adjourn: A. Reid made a motion, and D. Schiff seconded to adjourn the meeting at 7:25 PM.

Approved by:  Date: 2/5/2020

Verified by:  Date: 2/5/20

CAMINO VILLAGE HOMEOWNERS ASSOCIATION

Board of Directors Open Meeting Minutes – Wednesday, October 23, 2019

Location:

2421 Fallwater Lane

Call to Order:

The board meeting was called to order at 6:33 PM. A quorum was established.

Board Members in Attendance:

Jasmine Cusic (by phone), Andy Reid, Dan Schiff

Others Present:

Anne DeStefano, Laura Summers, Gloria Weiss

Approval of Board Meeting Minutes:

Motion made by D. Schiff to approve August 8th, 2019 open board meeting minutes; seconded by J. Cusic.

President's Report:

None.

Treasurer's / Financial Report:

- **September 2019 Financials:** D. Schiff provided a summary of balance sheet and account information through September 30th, 2019. At 9/30/19, the operating account had a balance of \$42,930; and, the reserve account had a balance of \$130,738.
- **Reserve Study:** A. Destefano provided an update on the reserve study and confirmed that there would be enough reserve funding to cover house painting and street sealing in 2020. J. Cusic made a motion and D. Schiff seconded the motion to approve the reserve study.
- **2020 Budget:** The board discussed the 2020 budget. D. Schiff made a motion and A. Reid seconded the motion to approve the 2020 budget.

Landscaping Committee Report:

- A. Destefano provided an update on Camino Village landscaping, which included general landscaping issues: sprinklers, pruning, and replanting, etc.

Architecture Committee Report:

- **House Painting**
G. Weiss provided an update on the 2020 house painting project. G. Weiss informed the board that she had received most of the painting forms. The bids from the three contractors will be reviewed at the next board meeting and one contractor will be selected to do the work in Spring 2020.
- **Street Sealing**
G. Weiss provided an update on the upcoming street sealing project for 2020, which looks to be on schedule to take place towards the end of summer 2020. Board members should consult the reserve study to determine expected funding needs for the project.

CAMINO VILLAGE HOMEOWNERS ASSOCIATION
Board of Directors Open Meeting Minutes – Wednesday, October 23, 2019

Old Business:

- Due to upcoming HOA volunteer departures, need to find someone to manage gate issues.
- G. Weiss provided an update on front gate phone situation.


New Business:


- The board discussed addressing village security issues, i.e., camera installation, in the new year.
- The board discussed the possibility of a spring garage sale sometime in the new year.

Next Meeting:

The board agreed to hold next board meeting December 4, 2019 at 6:30 PM, location TBD.

Adjourn: D. Schiff made a motion and A. Reid seconded the motion to adjourn the meeting at 7:35 PM.

Approved by:  Date: 2/5/2020

Verified by:  Date: 2/5/20

CAMINO VILLAGE HOMEOWNERS ASSOCIATION

Board of Directors Open Meeting Minutes – Thursday, February 28, 2019

Location:

2318 Fallwater Lane

Call to Order:

The board meeting was called to order at 6:37 PM. A quorum was established.

Board Members in Attendance:

Jasmine Cusic, Jeff Hanson, Andy Reid

Others Present:

Anne DeStefano, Laura Summers, Tracy Dennison

Approval of Board Meeting Minutes:

Motion made by J. Cusic to approve the December 27th Open, December 27th Executive, and January 23rd, 2019 Open Board Meeting Minutes; all seconded by J. Hanson

Selection of Board Officers:

The board discussed selecting a president and decided to postpone a decision until the next board meeting. The board agreed that Jasmine Cusic would serve as vice president, Dan Schiff would serve as treasurer, and Andy Reid would serve as secretary. Jeff Hanson would be an at-large board member.

President's Report:

None provided.

Treasurer's / Financial Report:

Mike Murray of Consortium LLC provided financial information through January 31st, 2019. The board discussed having a member of M. Murray's staff provide an explanation of the financial statements at a future board meeting but agreed it would not necessary at this time.

Landscaping Committee Report:

A. Destefano provided an update on current HOA landscaping topics. She stated that G. Weiss wanted to be placed on the next board meeting agenda where she would provide an update on house painting (to take place in 2020), dry rot repair and cost, and street sealing. The board discussed finding the current available painting balance in the financials and learning how much it cost the last time. This would be discussed at the next board meeting.

A. Destefano brought up the topic of the chemicals that Props Tree and Landscape services uses since some homeowners wanted to know. She stated that Props informed her that all fertilizers, pre-emergents, & other treatments, etc., were all organic and not dangerous to pets or animals. A. Destefano mentioned that the trees in the village had already been treated and has a list if needed.

Other Business:

Parking Committee:

A. Destefano stated that no new parking tickets have been issued although she mentioned that there are still parking issues to deal with. The parking committee decided it needs to hold a committee meeting and agreed to meet on March 6, 2019 at 7 PM at A. Destano's house. L. Raskin would be invited to attend.

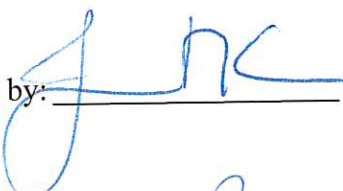
Newsletter:

The board discussed and agreed to the need for a newsletter to be prepared and distributed in the near future. A. Destefano agreed to write-up the parking section, and suggested that G. Weiss may want to add something regarding painting and street sealing.

Next Meeting:

The board agreed that the next board meeting would be held March 28, 2019 at 6:30 PM, location TBD.

Adjourn: J. Hanson made a motion, and J. Cusic seconded, to adjourn the meeting at 7:15 PM.

Approved by:  Date: 3/28/19

Verified by:  Date: 3/28/19

CAMINO VILLAGE HOMEOWNERS ASSOCIATION
Board of Directors Open Meeting Minutes – Wednesday, January 23, 2019

Location: (Following Annual Meeting @ Serritella's Italian Food & Pizza, 6346 Fair Oaks Blvd, Carmichael, CA 95608)

L. Raskin announced the beginning of the open board meeting @ 7:20 PM.

A quorum was established.

Board Members in Attendance:

Jasmine Cusic, Andy Reid, Daniel Schiff

Approval of December Open Board Meeting Minutes:

Deferred to next board meeting: date TBD.

Selection of Board Officers:

Deferred to next board meeting: date TBD.

Next Meeting:

TBD.

Adjourn: A. Reid made a motion, J. Cusic seconded, to adjourn the open meeting at 7:30 PM.

Approved by: JRC Date: 3/28/19

Verified by: Andy Reid Date: 3/28/19

CAMINO VILLAGE HOMEOWNERS ASSOCIATION
Board of Directors Open Meeting Minutes – Thursday, December 27, 2018

Location: 2421 Fallwater Ln, Carmichael, CA

L. Raskin called the meeting to order at 6:30 PM. A quorum was established.

Board Members in Attendance:

Larry Raskin, Andy Reid, Reza Yousefkhani

Others present: Gloria Ho

Approval of Open Board Meeting Minutes

L. Raskin made a motion, A. Reid seconded, to approve the November 7, 2018 board meeting minutes. The motion passed.

Budget Reimbursement Request

Homeowner requested reimbursement for repair of water supply pipe serving his house damaged by crepe myrtle in homeowner's front yard. After discussion, the homeowner said he now understood the division of responsibility between the HOA and the homeowner for the repair. Based on the CC&Rs, the Board did not vote to reimburse the homeowner.

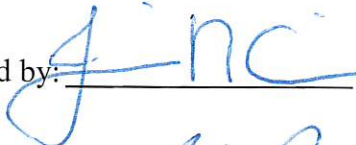
President's Report:

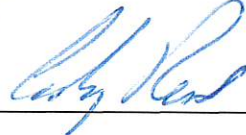
- a. Security: The board discussed obtaining an additional quote for the cost of electricity to power security camera monitoring in the village.

New Business: No new business was discussed.

Next Meeting: Next Board Meeting will be the annual meeting and will be held at Serritella's Restaurant on Wednesday, 1/23/2019

Adjourn: L. Raskin made a motion, A. Reid seconded, to adjourn the open meeting at 7:00 PM.

Approved by:  Date: 3/28/19

Verified by:  Date: 3/28/19

CAMINO VILLAGE HOMEOWNERS ASSOCIATION

Board of Directors Open Meeting Minutes – Thursday, August 8, 2019

Location:

2315 Fallwater Lane

Call to Order:

The board meeting was called to order at 6:30 PM and a quorum was established.

Board Members in Attendance:

Jasmine Cusic, Andy Reid, Dan Schiff

Others Present:

Tracy Dennison, Anne DeStefano, Larry Raskin, Laura Summers, Gloria Weiss

Approval of Board Meeting Minutes:

Motion made by A. Reid to approve June 20th, 2019 open board meeting minutes; seconded by J. Cusic.

President's Report:

None – no HOA president.

Treasurer's / Financial Report:

- **July 2019 Financials:** D. Schiff provided a summary of balance sheet and account information through July 31st, 2019. Operating account has \$41,233 and reserve account has \$125,356 at 7/31/19.
- **Reserve Study:** Board members received a draft of the 2019 reserve study to review. A. Destefano provided an update on the reserve study and confirmed that there would be enough reserve funding to cover house painting and street sealing in 2020.

Landscaping Committee Report:

T. Dennison and A. Destefano provided an update on Camino Village landscaping. Committee member update included the usual types of community-related landscaping issues: sprinkler problems, pruning, and replanting, etc.

Architecture Committee Report:

- **House Painting**
G. Weiss provided an update on the 2020 house painting. She confirmed that a letter would be sent to all homeowners and residents regarding paint work and dry rot repair to be done for each house. The letter will spell out that each homeowner will be responsible for the dry rot inspection and repair. If homeowner does not have inspection and repair done, the painter will provide a quote for the work. If homeowner does not have repair work done, painters will not honor the paint warranty. If dry rot repaired and painter paints house, the warranty will be in place. Next steps include meeting with potential painters to get samples. J. Cusick motioned and D. Schiff seconded to approve this approach.

- **Street Sealing**

G. Weiss provided an update on the upcoming street sealing, possibly to be scheduled to take place towards the end of summer 2020.

Other Business:

None.

New Business:

None.

Next Meeting:

The board agreed to hold next board meeting September 12, 2019 at 6:30 PM, location TBD.

Adjourn: D. Schiff made a motion and J. Cusick seconded to adjourn the meeting at 7:40 PM.

Approved by:  Date: 10/23/2019

Verified by:  Date: 10/23/2019