

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
December 13, 2022**

REGULAR SESSION MINUTES

NOTICE OF MEETING

Upon notice duly given and received, a general session meeting of the Board of Directors of the Canyon Creek Homeowners Association was held at 8 Ramada and via Zoom teleconference on December 13, 2022.

ATTENDANCE

Directors Present: Ken Fairbanks, President
Ann Marie Simmons, Vice President
Kimber Elston, Secretary
Greg Smith, Member at Large

Absent: Carlos Martinez, Treasurer

Representing Mgmt: Jamie Hackwith, CMCA, AMS, PCAM

CALL TO ORDER

A quorum was present, and President, Ken Fairbanks, called the meeting to order at 7:00 PM.

GUESTS AND COMMITTEE CHAIRPERSONS PRESENT

Shelley Armstrong, Governance & Guidelines Committee
There were no other homeowners in attendance

EXECUTIVE SESSION DISCLOSURE

An announcement was made indicating that the Board met in Executive Session prior to the Regular Session portion of the meeting to discuss delinquencies, hold hearings for non-compliance matters, contractual, personnel and legal issues as permitted by California law.

HOMEOWNER FORUM

There were no homeowners present and no issues were brought before the Board.

MINUTES

A motion was made, seconded, and carried unanimously to approve the Minutes from the November 8, 2022, regular session meeting, as presented.

TREASURER'S REPORT

The Board reviewed the un-audited financial statement prepared by Management:

A. October 31, 2022 – Bank Balances

Operating Account\$101,443.09
Reserve Account\$998,230.53
Outstanding aging\$2,871.00

B. November 30, 2022 – Bank Balances

Operating Account\$124,080.34
Reserve Account\$979,357.26
Outstanding aging\$3,497.00

A motion was made, seconded, and carried unanimously to table the Treasurer's reports for October and November 2022.

INVESTMENT MATURITY DATES None this period

DELINQUENCY REPORT

LIEN AUTHORIZATIONS None this month

<u>Account Number</u>	<u>Parcel Number</u>
None this month	None this month

FORECLOSURE AUTHORIZATIONS None this month

ANNUAL CALENDAR

REVIEW OF THE ANNUAL CALENDAR The Board reviewed the annual calendar and discussed upcoming items of business in January: Get date for Spring Egg Hunt from Social Committee, Mail Annual Meeting Material 30-days before the meeting, Obtain Insurance Renewal Bids (Exp. 3/4), Tree Trimming Bids for Entrance/Exit Gates, ProTek Electrical Contract in effect until cancelled, Invite the Landscape Committee to the January meeting to discuss the committee’s roles and responsibilities. **No motions were made.**

COMMITTEE REPORTS

ARCHITECTURAL COMMITTEE **Chairperson: Shelley Armstrong**
1. The Board reviewed the Architectural Progress Report. **No motions were made.**

COMMUNITY FACILITIES COMMITTEE **Chairperson: Ken Fairbanks**
Discussed the Tennis Court Lights. **No motions were made.**

GOVERNANCE AND GUIDELINES COMMITTEE **Chairperson: Don Flick. Shelley Armstrong was present to represent the Committee.**
1. Updated Rules & Regulations and Resident Handbook – The Board reviewed the legal opinion and recommended changes submitted by Kristin Kamper at Robert DeNichilo’s office.
A motion was made, seconded, and carried unanimously to send the attorney opinions and marked-up rules to the Governance and Guidelines Committee for review and comment.

**LANDSCAPE
COMMITTEE**

Chairperson: Ginny Davenport

1. Monarch Environmental Monthly Report – Review
2. Park West – Punch List and Weekly Landscape Reports.
3. Park West Proposals
 - a. At the side of 21 Trovita – Change the Risers to Pop up Sprinklers due to the vandalism at a cost of 584.04. The Landscape Committee and Monarch Environmental are recommending approval of this proposal.

A motion was made, seconded, and carried unanimously to approve the proposal.

**POOL / LANDSCAPE
RENOVATION
COMMITTEE**

Chairperson: Board

1. Community Update eblast – The Board reviewed information provided by Monarch Environmental for possible distribution to the members via eblast.

A motion was made, seconded, and carried unanimously to send the eblast out to the community.

2. Pool Area Electrical – Ratify approval of the proposal submitted by Pro-Tek Electrical & Lighting to complete needed repairs at a cost of \$8,000.00. The proposal was approved by the Board via an emergency email meeting

A motion was made, seconded, and carried unanimously to ratify the decision made via an emergency email meeting to approve the proposal.

3. The Board discussed the color of the coping and paver tiles to be used at the pool area.

A motion was made, seconded, and carried unanimously to give the Pool / Landscape Renovation Committee authority to select the color.

**SOCIAL
COMMITTEE**

Chairperson: Geraldine Chinarian and Sam Chinarian

1. Proposed 2023 Social Events calendar – The Board discussed the 2023 calendar pending from the Committee. As of the date of the meeting, the proposed calendar had not been submitted.

A motion was made, seconded, and carried unanimously to table discussion until the January 10, 2023 meeting.

**WELCOMING
COMMITTEE**

Chairperson: Don Flick

1. There were no new homeowners in month of November. **No motions were made.**

OLD BUSINESS:

None this period

NEW BUSINESS

None this period

NEXT MEETING

The next meeting of the Board of Directors Meeting is currently scheduled for Tuesday, January 10, 2023, at 29 Sonrisa, Irvine, CA and via Zoom teleconference. Executive Session Meeting to begin at 6:30 pm, and General Session Meeting afterward (at approximately 7:00 pm.)

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting adjourned at 7:53 PM.

ATTEST:

Kemal Elsta
Board Member Signature

1-14-23
Date