

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
April 11, 2023**

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 April 11, 2023.
ATTENDANCE	Directors Present: Ken Fairbanks, President Ann Marie Simmons, Vice President Carlos Martinez, Treasurer Kimber Elston, Secretary Greg Smith, Member at Large Representing Mgmt: Jamie Hackwith, CMCA, AMS, PCAM
CALL TO ORDER	A quorum was present, and President, Ken Fairbanks, called the meeting to order at 7:06 PM.
GUESTS AND COMMITTEE CHAIRPERSONS PRESENT	There were no 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 during the homeowner forum period.
MINUTES	<i>A motion was made, seconded, and carried unanimously to approve the Minutes from the March 14, 2023, regular session meeting, as presented.</i>
TREASURER'S REPORT	The Board reviewed the un-audited financial statement prepared by Management: A. <u>March 31, 2023 – Bank Balances</u> Operating Account\$ 78,708.15 Reserve Account\$ 884,516.81 Outstanding aging\$ 1,711.00 <i>A motion was made, seconded, and carried unanimously to approve the Treasurer's reports for March 31, 2023.</i>
INVESTMENT MATURITY DATES	No items for this period. Carlos will contact Genesis Bank to see about obtaining an increase in the rate on the Association's investments (CDARS). <u>No motions were made.</u>

**AUDIT FOR FISCAL
YEAR ENDING
DECEMBER 31, 2022**

The Board discussed approval of the draft audit for FYE December 31, 2022, submitted by Inouye, Shively, Klatt & McCorvey.

A motion was made, seconded, and carried unanimously to approve the audit as presented.

DELINQUENCY REPORT

LIEN

None this month

AUTHORIZATIONS

Account Number

Parcel Number

None this month

None this month

FORECLOSURE

None this month

AUTHORIZATIONS

ANNUAL CALENDAR

**REVIEW OF THE
ANNUAL
CALENDAR**

The Board reviewed the annual calendar and discussed upcoming items of business in May: Reserve Study (Review & Approval), Revisit squirrel abatement service, Renew Legal Retainer Contract. **No motions were made.**

COMMITTEE REPORTS

**ARCHITECTURAL
COMMITTEE**

Chairperson: Shelley Armstrong was present

1. The Board reviewed the Architectural Progress Report. **No motions were made.**

**COMMUNITY
FACILITIES
COMMITTEE**

Chairperson: Ken Fairbanks

1. Tennis Court Lighting – The Board reviewed the proposal submitted by Pro-Tek to install a new (2) key cylinder switch with no contact and all new #10-gauge wire in the control box at a cost of \$3,880.00.

*A motion was made, seconded, and carried unanimously to approve the proposal. **Code to Lighting Reserve Fund.***

**GOVERNANCE AND
GUIDELINES
COMMITTEE**

Governance and Guidelines Committee - Chairperson: Don Flick

1. **Updated Rules and Resident Handbook** – Owners have received the proposed revised Rules, Architectural guidelines, and Resident Handbook for the mandatory 28-day Owner comment period. The Board shall review all Owner comments and will look to formally adopt the revised documents at the May 9, 2023 meeting. **No motions were made.**

**LANDSCAPE
COMMITTEE**

Landscape Committee – Chairperson: Ginny Davenport

1. Landscape Committee Report – Review
2. Monarch Report - Review
3. Park West – Punch List and Weekly Landscape Reports

**POOL / LANDSCAPE
RENOVATION
COMMITTEE**

Chairperson: Board

1. Homeowner Requests for an Update – The Board discussed requests from a few owners seeking an update on the progress of the pool renovation project.
2. The Board discussed the response received from Pam Zirbel on behalf of Tim Rolfer at Aquapure Pools / KOA Construction regarding the delays in completing the pool renovation project. Greg Smith proposed allowing him a week to communicate with Mr. Rolfer.

**SOCIAL
COMMITTEE**

Chairperson: Geraldine Chinarian and Sam Chinarian

No items discussed this period. **No motions were made.**

**WELCOMING
COMMITTEE**

Chairperson: Don Flick

There were no new homeowner in month of March:

No motions were made.

OLD BUSINESS:

None this period

NEW BUSINESS

**EMAIL STORAGE -
IONOS**

The Board reviewed the email submitted by Gary Brenkman regarding the IONOS email storage. Per Gary, the Association can purchase another 10GB of storage at a cost of \$3.00 per month.

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

NEXT MEETING

The next meeting of the Board of Directors Meeting is currently scheduled for Tuesday, May 9, 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 8:11 PM.

ATTEST:



Board Member Signature

5-10-23

Date