

BERNARDO SANTA FE HOMEOWNERS' ASSOCIATION

C/o Association Management Group
Tel: (760) 931-4180 Fax: (760) 931-4188

2131 Las Palmas Drive, Suite A, Carlsbad, CA 92011-1524
Email: amg@sdamg.net

BOARD OF DIRECTORS MEETING • GENERAL SESSION TUESDAY • JULY 26, 2011 • 2:45 P.M.

AT THE ESCONDIDO CITY LIBRARY
239 S. KALMIA STREET, ESCONDIDO

MINUTES

APPROVED

- NOTICE OF MEETING:** Notice of meeting and an agenda for the General Session meeting of the Board of Directors for the Bernardo Santa Fe Homeowners' Association was posted on the community association bulletin board at least four days prior to the meeting held on Tuesday, July 26, 2011 at 2:45 p.m., at the Escondido City Library, 239 S. Kalmia Street in Escondido, California.
- ATTENDEES:** Dan Conner, Ed Lehman, Jerry Buck, Jerry Potts and Bill Key were in attendance.
- Sandy Stites of Association Management Group represented Management.
- There were no (0) homeowners in attendance.
- CALL TO ORDER:** Dan Conner officially called the meeting to order at 2:45 p.m.
- EXECUTIVE SESSION
MEETING REPORT:** The Board met in Executive Session prior the General Session meeting and approved the May Executive Session meeting minutes and reviewed the June delinquent assessment reports. The Board levied a \$100 fine to an unresolved violation.
- HOMEOWNER
DISCUSSION:** There were no homeowners in attendance; therefore, there were no homeowner comments made.
- COMMITTEE REPORTS:** There were no committee reports given.
- PROPERTY MANAGEMENT
REPORT:** Community Manager, Sandy Stites, previously provided the Board of Directors with a comprehensive written property management report for their review and consideration. There was general discussion on many of the items recorded, during which the following actions were taken during the meeting:
- Approval of Minutes:** Upon a motion duly made by Jerry Potts and seconded by Dan Conner, the Board of Directors voted unanimously to approve the May 24, 2011 General Session Meeting minutes, as presented.

Approval of Financial Statements: Upon a motion duly made by Ed Lehman and seconded by Dan Conner, the Board of Directors voted unanimously to approve the May and June 2011 financial statements, including the review of bank statement, journal entries and account reconciliations, as submitted, pending CPA review.

2012 Budget: Upon a motion duly made by Jerry Potts and seconded by Dan Conner, the Board of Directors voted unanimously to approve the 2012 operating and reserve funding budget with no increase with the suggested changes to increase the budget for tree trimming and to remove bad debt and authorize AMG to mail out the budget with the year end mail out.

Year End Disclosure: Upon a motion duly made by Jerry Potts and seconded by Ed Lehman, the Board of Directors voted unanimously to approve the cover letter and authorizes AMG to mail out the year end disclosure package to membership as required by law.

Newsletter: Upon a motion duly made by Jerry Potts and seconded by Dan Conner, the Board voted unanimously to approve the newsletter and authorizes mail out to the members.

Irrigation: Upon a motion duly made by Jerry Potts and seconded by Bill Key, the Board of Directors voted unanimously to authorize ResCom to purchase Hunter sprinklers and install them for a total of \$732.68, as proposed.

Landscape Enhancements: Upon a motion duly made by Bill Key and seconded by Dan Conner, the Board of Directors voted unanimously to approve the proposal submitted by ResCom to replant the planters at the Del Lago gates for \$483.32.

Annual Meeting: Upon a motion duly made by Jerry Potts and seconded by Bill Key, the Board of Directors voted unanimously to re-send the ballot to include Ed Lehman's name on the ballot with a brief letter explaining that Ed is one of the two candidates running.

Vendor Code: Upon a motion duly made by Jerry Potts and seconded by Jerry Buck, the Board of Directors voted unanimously to remove the vendor code, effective August 31, 2011.

DATE OF THE
NEXT MEETING:

The next meeting is the Annual Meeting and Election scheduled for Tuesday, September 27, 2011 at 7:00 pm. The next meeting of the Board of Directors will be held on October 25, 2011 at 2:45 pm at the Escondido Library.

ADJOURNMENT:

There being no further business to come before this Board of Directors, the meeting was officially adjourned at 4:15 p.m.

ATTEST:

SIGNATURE:

DATE: