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# BERNARDO SANTA FE

## HOMEOWNERS' ASSOCIATION

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C/o Association Management Group  
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### BOARD OF DIRECTORS MEETING • GENERAL SESSION TUESDAY • JULY 23, 2013 • 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 23, 2013 at 2:45 p.m., at the Escondido City Library, 239 S. Kalmia Street in Escondido, California.
- ATTENDEES:** Dan Conner, Bill Key, Sandy Eischen and Jerry Potts were in attendance.
- Jerry Buck was unable to attend.
- Vanessa Beebe of Association Management Group represented Management.
- CALL TO ORDER:** Dan Conner officially called the meeting to order at 2:55 p.m.
- EXECUTIVE SESSION MEETING REPORT:** The Board met in Executive Session prior the General Session meeting and approved the May 30, 2013 Executive Session meeting minutes, discussed and took action on a delinquent account and discussed a homeowner's complaint.
- HOMEOWNER DISCUSSION:** There were no homeowners in attendance.
- PROPERTY MANAGEMENT REPORT:** Community Manager, Vanessa Beebe, 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 Bill Key, the Board of Directors unanimously voted to approve the May 30, 2013 General Session Meeting minutes, as submitted.
- Approval of Financial Statements:** Upon a motion duly made by Jerry Potts and seconded by Bill Key, the Board of Directors voted unanimously to approve the May and June 2013 financial

statements, including the review of bank statement, journal entries and account reconciliations, as submitted, pending CPA review.

**2014 Budget:** Upon a motion duly made by Jerry Potts and seconded by Bill Key, the Board of Directors voted unanimously to adopt the 2014 operating and reserve funding budget with no increase in assessments and authorized Management to mail out the budget with the year end documents.

**2013 Year End Financials Report:** Upon a motion duly made by Jerry Potts and seconded by Dan Connor, the Board of Directors voted unanimously to authorize Charles Frisbey to prepare and review the financial statements for the December fiscal year end for a total of \$800.

**Reserve Study:** Upon a motion duly made by Jerry Potts and seconded by Dan Connor, the Board of Directors voted unanimously to approve the 2014 reserve study, prepared by Mike Graves, SCT Reserves and authorizes Management to mail out the reserve summary with the year end documents.

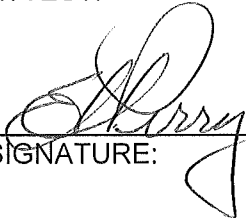
DATE OF THE  
NEXT MEETING:

The next meeting is the Annual Meeting and Election and will be held on October 1, 2013 at the Oakmont of Escondido Hills, 3012 Bear Valley Parkway South. Escondido.

ADJOURNMENT:

There being no further business to come 3:20 p.m.

ATTEST:

  
SIGNATURE: \_\_\_\_\_

  
DATE: \_\_\_\_\_