

AGENDA AND MINUTES

Regular Board of Directors and Association Members Meeting Summit Park Homeowners Association

Held on: July 7, 2020, starting at 6:00 P.M., via remote video conference call

A. Call to order (Board member roll call)

(present / not present)

<u>X</u> / _____	Chris Quinones
<u>X</u> / _____	Dave Serena
<u>X</u> / _____	Fen Evans
<u>X</u> / _____	Fran Craigle
<u>X</u> / _____	Jacque Silva
<u>X</u> / _____	Mike Quinones
<u>X</u> / _____	Nancy Bond
<u>X</u> / _____	Nina Pacchia

B. Approval of Minutes from the Previous Meeting

- a) The minutes from the last Board meeting held on June 2, 2020 was approved by a majority of the Board members present at the meeting.

C. Treasurer's Report

- a) Current SPHOA accounts reflect balances of \$34,578.88 in the Association's Checking Account and \$12,395.97 in the Association's Savings Account – both healthy numbers. The full report is posted on the Association's website.

D. Committee / Additional Reports

- a) **Committee Reports:** No reports from any committee (Architecture or ad hoc) was discussed.
- b) **Dumpster Day Financials:** The Treasurer reported that Summit Park's Dumpster Days brought in \$3,010.00 through mostly new or renewed HOA memberships. While the final cost to rent the dumpsters and dispose of the refuse has yet to be received, it is expected to total approximately \$5,000.
- c) **Dumpster Day Organizational Success:** Fran, Jackie, Mike, and Chris were individually recognized for their outstanding contribution to helping make Dumpster Days a success. It was additionally recognized that our Dumpster Day volunteers were a huge asset in making for a successful outing and in taking some of the pressure off of Board member volunteers in overseeing it and providing assistance to community members off-loading their trash and leveling and compacting trash placed in bins. The Board agreed that a "thank you" needs to be held to all those that actively contributed to its success by holding a pizza and beverage party to those individuals in the coming weeks.
- d) **Dumpster Days Illegal Dumping:** There continues to be a problem with the dumping of items that are prohibited from placement in dumpsters (eg, paint and other liquids). No solution by

the Board was arrived at since it is a difficult problem to police, but it was suggested that those checking people in should additionally take a quick look at the materials being brought in to confirm that it appears to be allowable refuse, or to additionally remind those dumping of prohibited materials. There also exists a continued problem on the dumping of materials outside of scheduled operational hours. This has always been a problem with no easy solution at hand on how to resolve after-hours dumping.

- e) **Dumpster Days Consignment Area:** It was also suggested by Fen that the Board should consider reserving an area where Dumpster Days takes place to consign those items that potentially could be sold. This matter was tabled for further consideration down the road, as it may also raise the prospect that too many items being consigned would be by those simply looking to make a few dollars off of otherwise useless items that few others, if any, would consider buying. It was also discussed on whether the Association should, like other consignment operations, take a small percentage to oversee the operation, but that consideration was also tabled.
- f) **Firewise Stand at Dumpster Days:** The use of a stand set up at the Dumpster Days site to provide additional information and address questions on the community's Firewise program, and manned by Mike, was generally considered a success, as several inquiries were made on the program and additional information provided to all those interested in the program.
- g) **SPHOA Website Updates:** It was decided that the website needs to have a message posted on it on why public meetings are currently not being held (due to COVID-19 issues). Dave was requested to do the write-up. It was also decided that a small "success story" on Dumpster Days needs to be posted on the website to let the community know about its success and how their HOA is helping the community. Fran was requested to do the write-up.
- h) **SP Evacuation Plan:** Mike updated us on meetings that he has attended where the County is putting in place a community evacuation plan. It is hoped that the County will finalize such a plan in the coming weeks, including the placement of exit signage on public roads, a map showing evacuation plans, and other suggested information that will further educate individuals on how to evacuate the area in a quick and orderly fashion in the event of a potential disaster, such as a wildfire.

E. Unfinished Business

- a) **HOA Inquiries:** The HOA receives several inquiries on various matters via email inquiries through the Association's website, all of which take time to respond to from our volunteer Board members. To help control the time and effort to respond to all inquiries, the Board decided that it is by our discretion on whether matters brought to the attention of the Board by those that do not pay annual dues to the HOA (and are therefore considered non-supporting or non-members of the Association), should only receive attention on matters that the Board or Board member opinions that the matter could potentially impact our community as a whole.
- b) **HOA Responses:** It was confirmed by the Board that the Board member who is responsible for screening and responding to many of the inquiries that are received via email inquiries through the Association's website that it will be by their discretion on whether they should be forwarded to another Board member who may be in a better position to directly respond back to the inquirer. *email account*
- c) **HOA Membership Contribution Increase:** It was discussed, but no decision was made, that the Association needs to consider a dues increase to, at a minimum, reflect inflationary rise. Dave pointed out that the originally assessed dues of \$25 back in 1957, when the HOA came into existence, is now the equivalent of nearly \$230, and that the last time there was a dues increase made around 2008, when contributions were increased from \$25 to \$50 per annum, is now

equivalent to \$60. Pros and cons of a membership contribution increase was discussed, as well as what that amount should reflect if enacted, but the matter was tabled for a later date and to review organizational governance document on just how any dues increase can take place.

F. New Business

- a) Dave discussed how problematic the existing Association's constitution, bylaws, and CC&Rs are and are not necessarily reflective of being useful to our community as a whole. Among other concerns, some of these governance documents are highly out-of-date (going back as far as 1957, whereas many other Associations regularly review and update their governance documents on a regular basis), do not reflect current regulatory authorities and statutes, are difficult to read (both by being heavily entrenched in legal language that the average layperson cannot readily understand and by fact that the print is hard to see), and that they are, in many respects, out-of-touch with our current community concerns. It was suggested that they need to be brought up-to-date and rewritten to better reflect our community as a whole, be rewritten in language that can be better understood by those that read them, need to reflect current state statutes and county ordinances, and need to address current issues and legal gaps that are not addressed in the existing governance documents. This matter was tabled until additional review is conducted and to understand better what others among may think by both the Board and the Association's membership.

G. Next Meeting

- a) The next meeting of the Board was scheduled for Tuesday, August 11th, starting at 6:00 P.M. The meeting will be held by video conference call due to the continued impact of COVID-19 in the state.

G. Adjournment

With no other business to be discussed, the meeting was adjourned at 7:30 P.M.

SPHA TREASURER'S REPORT

June 2020

COMPLETED BY: Jackalyn Silva

INCOME thru 06/30/2020

Dues	7,825.00	
Dues from Paypal	2,607.28	
Dumpster Days	3,010.00	
Dumpster Days Paypal	467.55	
Transfer fees	900.00	
Bank Interest	3.52	
Firewise Donations	1,050.00	
Credit		
Total		15,863.35

EXPENSES

Operational *	1,506.32	
Dues/Printing/Mailings	968.69	
Land Lease		
Web Site	25.00	
Annual Mtg 2018	437.74	
Dumpsters	14.39	
Miscellance SPHA Expenses	235.06	
Tree Bounty		
Firewise Expenses		
Chipping		
Community Event/Decals		
Sprint to Summit		
Bylaws recorded		
Refund dues overpymt		
Total		3,187.20

Current bank balance	Checking	34,578.88
	Savings	12,395.97

* Operational: Insurance, post box, taxes, business license, county list, supplies