

**The Terrace at Canyon Hills Homeowners Associations
Board of Directors Meeting Minutes
March 24, 2016**

1 Upon due notice, given and received, the Board of Directors of The Terrace at
2 Canyon Hills Homeowners Association held their regularly scheduled Board of
3 Directors Meeting on Thursday, March 24, 2016 at the Accell Property Management
4 office located at 23046 Avenida De La Carlota, Suite 700, Laguna Hills, CA 92653.
5 Rob Alen called the Meeting to order at 6:30 p.m., with a quorum of Directors present.

6

7 **Directors Present**

8 Rob Alen, President

9 Doug Reilly, Secretary

10 David Golbahar, Treasurer

11 Marlene Eckstein, Member at Large

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13 **Directors Absent**

14 Susie Cox, Vice President

15

16 **Also Attending**

17 Eric Fordyce, Accell Property Management, Inc.

18

19 **Executive Session Meeting Topic**

20 In accordance with California Civil Code Section 4935(e), the Board of Directors notes
21 that the following topics were discussed during the Executive Session Meeting held
22 on March 24, 2016:

Executive Session
Meeting Topics

23

24 1. Show Cause Hearing

25 2. Case History Summary Report

26

27 The foregoing resolution is executed pursuant to the general consent of the Board of
28 Directors.

29

30 **Open Forum**

31 There were no homeowners present for Open Forum.

Open Forum

32 **Maintenance & Service Proposals**

33 The Board of Directors reviewed Title 22 proposals submitted by Decksider Pool
34 Service. Following review and discussion, no further action was taken at this time. Decksider Pool
35 Service

36 The Board of Directors reviewed a sidewalk inspection proposal submitted by Carasso
37 Carasso Construction Services. Following review and discussion, it was the general
38 consent to the Board of Directors to have the Board inspect and mark all the concrete
39 areas that needs repairs. After the Board identifies the repair areas, Management will
40 provide three (3) proposals for the Board to review. Construction

41
42 The Board of Directors reviewed a proposal submitted by CAPCA for FHA renewal. CAPCA
43 Following review and discussion, it was the general consent of the Board of Directors
44 to postpone this item and add to the April Agenda.

45
46 **Administrative & Operating Requests and Actions**

47 The Board of Directors reviewed the Rules and Regulations for the Terrace at Canyon Rules &
48 Hills Homeowner Association. Following review and discussion, it was the general Regulations
49 consent of the Board of Directors to postpone this item and review at a Special
50 Meeting on March 31, 2016.

51
52 The Board of Directors reviewed a patio inspection report with photos submitted by Patio Inspection
53 Accell Property Management, Inc. Following review and discussion, it was the
54 general consent of the Board of Directors to postpone this item and place on the April
55 Agenda.

56
57 The Board of Directors reviewed correspondence submitted by Ravenna, 618 San 618 San Nicholas
58 Nicholas Court regarding reimbursement for gutter cleaning, in the amount of two
59 hundred dollars (\$200.00). Following review and discussion, a motion was made by
60 Marlene Eckstein and was seconded by Doug Reilly to deny the request for
61 reimbursement, as the owner should have contacted Management to make the
62 repairs. The motion passed unanimously.

63
64 **Financials**

65 The Board of Directors reviewed the financial statements for the period ending Financial
66 February 29, 2016. Following review and discussion, it was the general consent of
67 the Board of Directors to postpone this item and place on the April Agenda.

68 **Board's Directives**

69 The Board of Directors provided the following directives for Management to perform:

Board Directive

- 70 1. Obtain three (3) tree-trimming proposals.
71 2. Schedule Special Meeting for Friday, March 31, 2016 to review the 2016-2017
72 Budget, as well as, Rules and Regulations.

73

74 **Adjournment**

75 There being no further business to come before the Board, it was the general consent
76 of the Board of Directors to adjourn the Meeting at 8:30 p.m.

Adjournment

77

78 **Attest**

Attest

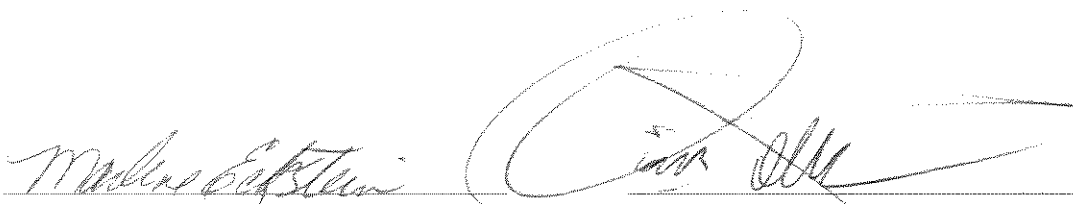
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Handwritten signatures of the President and Secretary. The President's signature is on the left, and the Secretary's signature is on the right. Both are written in cursive over a horizontal line.

President

Secretary