

UNIVERSITY HILLS CONDOMINIUM OWNERS ASSOCIATION II
GENERAL SESSION MEETING MINUTES
OCTOBER 24, 2018

BOARD MEMBERS PRESENT:

Sheila Griffin
Stephane Muller
Philomena Essed
Molly Schneider – arrived at
5:05 P.M.

BOARD MEMBERS ABSENT:

Denise Chilcote

MANAGEMENT REPRESENTATIVES:

Kim Encinas
Andrew Herndon

CALL TO ORDER

The meeting was called to order at 5:00 P.M. by Management at the ICHA Board Room, located at 1083 California Avenue in Irvine, California.

UNFINISHED/NEW BUSINESS

- A. **Minutes** – A motion was made, seconded and carried to approve the General Session Meeting Minutes from the July 24, 2018 meeting. Motion carried 4/0.
- B. **Financial Statements** – A motion was made, seconded and carried to accept the June 30, 2018, July 31, 2018 and August 31, 2018 financial statements. Motion carried 4/0.
- C. **Address Numbers by Garages** – Management informed the Board that found the company that originally custom made the turquoise and tan address numbers so they can give us a proposal to replace the address numbers by the garages so they all match in style and color. A motion was made, seconded and carried to postpone further discussion on this item until the January 23, 2019 meeting. Motion carried 4/0.
- D. **Rain Gutter Cleaning** – A motion was made, seconded and carried to approve the proposal from Stanley Window Care to clean the horizontal rain gutters and the vertical downspouts, for a cost of \$2,140.00. The work should be completed in early December, before the rainy season. Motion carried 4/0.
- E. **Ratify Draft Audit Approval** – A motion was made, seconded and carried to ratify approving the draft audit prepared by Inouye, Shively & Klatt, C.P.A. Motion carried 4/0.

- F. **Reserve Study Proposal** – A motion was made, seconded and carried to approve the proposal from Advanced Reserve Solutions to prepare the Association’s reserve study with an onsite inspection, for a cost of \$1,450.00 + \$100.00 for photos = \$1,550.00. Motion carried 4/0.

- G. **Fire Extinguisher/Cabinets Installation** – A motion was made, seconded and carried not to install fire extinguishers/cabinets on the buildings that do not have them, and transfer the excess of funds from the end of the year, in the amount of \$8,669.88, into reserves. When the reserve study is prepared, Management will ask Advanced Reserve Solutions to create a fire sprinkler line item and the \$8,669.88 will be transferred into it. Motion carried 4/0.

- H. **Consideration of Solar Panel Installation** – Management informed the Board legal counsel was contacted and a proposal was obtained from them to review the Association’s governing documents and prepare a policy/guidelines, a solar installer agreement, solar site survey and maintenance indemnity agreement, etc., for a cost of between \$850.00-\$1,100.00, for the Board to review and then have sent out to the membership, giving homeowners 30 days to comment before being adopted by the Board at an upcoming meeting.

- I. **Additional Agenda Items** – Management informed the Board that they had received several compliments from homeowners about the Whitman party that Stephane Muller spearheaded, a landscape walk was held on October 22, 2018 and overall the landscaping looked good, trees and palm trees will be pruned in the next couple of months and Management sent out some emails to homeowners regarding trash cans and other items and homeowners have been very receptive.


- J. **Next Board Meeting** – A motion was made, seconded and carried to hold the next Board meeting on Wednesday, January 23, 2019. Motion carried 4/0.

HOMEOWNER FORUM

A couple homeowners were present to discuss possible solar panel installation.

ADJOURNMENT

There being no further business to discuss, the General Session meeting was adjourned at 5:55 P.M.

ACCEPTED:  DATE: 1/23/19