

Minutes  
Deane Gardenhome Board Meeting  
Huntington Beach, CA

10.08.14  
O'Connor Residence  
20312 Ramona  
6:00 PM

Present- President Ivan Hulka, Vice President Richard Boerner, Treasurer Kevin O'Connor, Secretary Lore Hynes, Acting Accountant Bobi Cuddihy, Resident John Hodge, Landscape Martha Werth.

Not Present: Jim Edwards [Member at Large], Joe Mulvihill [Architecture]

Actions items on these minutes will be marked with [A] and listed at the end.

The Minutes of the August 13, 2014 were approved by Kevin O'Connor; seconded by Lore Hynes.

Lore Hynes made a motion to add John Hodge onto the board as Member at Large. Kevin O'Connor seconded. All in favor. John Hodge is now the new Member at Large for Deane Gardenhome Association.

## I. Special Business

- On August 18, 2014, the Huntington Beach City Council passed Resolution 2014-61 to declare a Level 1 Water Shortage for the City of Huntington Beach. This limits automated outdoor irrigation to no more than three (3) days per week through October.
  - The watering schedule will be changed by our landscaping company, but ultimately it is the homeowners' responsibility, as they have control over the timers.
  - Martha Werth suggested that the Board write letters to homeowners to notify them that abiding by the city code is their responsibility. This will be done before the end of the year[A].

## II. Report of Officers

### **President**

- Nothing to report

### **Vice President**

- Nothing to report

### **Secretary**

- Lore Hynes reported that we need to officially remove Nancy Oxner from the board and take her off as a signer for Union Bank.

- Kevin O'Connor made a motion to remove Nancy Oxner from the board and as a signer. Lore Hynes seconded. All in favor.
- Lore Hynes or Richard Boerner will bring these attested minutes to Union Bank [A].

### Treasurer

- 20212 Deervale is in escrow.
- Three of the homeowners (Lots 126, 9 and 49) that are in arrears have not paid anything toward their 2013 balance. Kevin O'Connor will send them letters to remind them of our delinquency policy. They will need to pay the balance in full. [A]
- Our budget for contracted work is \$45,000 per year. To date we have spent \$30,743.
- Bobi Cuddihy resigned as acting bookkeeper. Kevin O'Connor will do research and find a new bookkeeper. [A]
- Kevin motioned to hire Sharon Buckley sharon@primary-design.com to design and maintain our website. Ivan Hulka seconded the motion. All in favor. Kevin will contact Sharon to get her started. [A]

### Architecture

- Joe Mulvihill was not present but previously called in to say that he had nothing to report.
- The Board delegated Joe Mulvihill the task of contracting Verizon FIOS to assess what needs to be done to install in our neighborhood [A].

### Landscape

- Martha Werth had nothing to report except the Special Business previously recorded.

## III. Action Items

- **The Board** will draft a letter to homeowners to notify them that abiding by the city water code is their responsibility. Once we have the letter, the Board will meet to stuff and stamp the letters in November.
- **Lore Hynes or Richard Boerner** will bring these attested minutes to Union Bank to finalize adding Richard in as a signer.
- **Kevin O'Connor** will send collection letters to those homeowners a full year in arrears.
- **Kevin O'Connor** will do some research to find a new bookkeeper.
- **Kevin O'Connor** will contact Sharon Buckley to get her started on our website.
- **Joe Mulvihill** the task of contracting Verizon FIOS to assess what needs to be done to install in our neighborhood

## IV. Adjournment

- 7:40pm: Motion to adjourn meeting by Ivan Hulka; seconded by Lore Hynes; all in favor

## **Meeting Ground Rules for Deane Garden Board Meetings (1.0)**

1. Only one person speaks at a time; no one will interrupt while someone is speaking. (I suggest : write a note if you like to ask/ comment , so you don't forget)
2. Each person expresses their own views, rather than speaking for others at the table or attributing motives to them.
3. Avoid grandstanding (i.e., extended comments/speaking), so that every one has a fair chance to speak. (and we finish within one hour)
4. No personal attacks. Challenge ideas, not people.
5. Everybody agrees to make a strong effort to stay on track with the agenda and to move the deliberations forward.
6. Everybody will seek to focus on the merits of what is being said, making a good faith effort to understand the concerns of others. Questions of clarification are encouraged.
7. Everybody will follow the “no surprises” rule. Concerns should be voiced when they arise, not later in the deliberations when a “surprise” objection is raised.
8. Get to the “Point”, so it is fast and clear .
9. Board, can modify or add this rules as needed.