

**Minutes**  
**Deane Gardenhome Association**  
**Huntington Beach, CA**

10.08.2015  
6:00 pm

Meeting called to order at 6:03 pm

## I. Attendance/ Introductions

Present: Ivan Hulka, Richard Boerner Lore Hynes, Martha Werth, Scott Abeyta, John Hodge, Joe Mulvihill, homeowner Gloria Zieser.

Absent: , Jim Edwards, Kevin O'Connor

## II. Approval of Minutes

- Joe Mulvihill motioned to approve minutes from the August meeting. Richard seconded. All in favor. Motion carried.

## III. Special Business

Discussion of Solar Panel Policy. The Architectural Committee will review and sign off for contractors to install.

With regard to late fees, homeowner Gloria Zieser presented her position on her statement of account. We photocopied her documentation. Kevin O'Connor will review and discuss with bookkeeper and we will reach a decision at the next meeting.

## IV. Report of Officers

### President

- Received quotes from property management companies. This is just to give us an idea of how dues would increase if there are not enough volunteers.

### Vice President

- Richard Boerner reported that he spoke with Jackie Norgan about finding the Tax ID number. She believes that there are documents in boxes from past years. These boxes are with Kevin O'Connor.

### Treasurer

- not present
- current accounts receivable is \$2,700

### Secretary

- nothing to report

### Architectural Committee

- Joe reported that homeowner of Lot

### Landscape Committee

- Tree Trimming begins November 1.

## V. New Business / Open Discussion

- Discussion on fee payment schedule. Clarification of the due dates discussed.
  - \* Joe motioned to check the wording of the Delinquency Policy. Richard seconded. All in favor. New Action Item will be for all Board members to go online and check the wording of the DP to see if quarterly payments need to be addressed in more detail.
  - \* Due dates for Quarterly Payments will be no later than five days after the first day of the first month in the quarter: January 5, April 5, July 5, October 5. Late fees will begin to accrue beginning the first day after the due date.
  - \* Payment options (Quarterly or Annually) will be offered as options on the annual bill.
  - \* Next meeting we will review and finalize the billing statement.
- Next meeting we will discuss welcoming informational packages to new homeowners.

## VI. New and old Action Items to be completed

- **Kevin O'Connor**

- Discuss with Tammy Becker: Landscaping Invoices to be paid in a timely manner (1 week), Trend report.
- Review Lot 124 documentation of payments and discuss with Tammy. This needs to be done before the next meeting so that we can vote on whether or not to waive the late fees that have been charged.
- Have Tammy generate Annual Bills for December mailings. This needs to be done before the next meeting which is December 3 so that we can review them.
  - \* The statements should include the option to pay quarterly or annually. The due dates for the quarterly payments shall be the fifth day of the first month of a new quarter; January 5, April 5, July 5, October 5.
- Look through Treasurer boxes for old tax returns

- **Lore Hynes**

- email reimbursement forms to Richard and Scott

- **Martha Werth**

- Research solar lighting options for DG entrance signs

## VII. Adjournment

Motion to adjourn meeting made by Ivan Hulka, Lore Hynes seconded. Meeting was adjourned at 7:16pm.

**THE NEXT MEETING WILL BE DECEMBER 3, 6PM 20251 RAMONA LANE**

