

Meeting Minutes
Deane Gardenhome Association
Huntington Beach, CA

11/9/2017
6:00 pm
20251 Ramona Lane

I. Call to Order

- 6:02 pm

II. Attendance

- Ivan Hulka, John Hodge, Richard Boerner, Lore Hynes, Kevin Sanford, Joan Carpinello, Martha Werth, Danijela Aretz (Fine Form Accounting).

III. Approval of Minutes

- Ivan motioned to approve minutes, John seconded, motion carried.

IV. Report of Officers

President

- Via electronic voting (email) the Board approved preliminary design of the remodeling of 9342 Hazelbrook Drive.

Vice President

- Nothing to report.

Treasurer

- Drafted a Statement of Account letter for homeowners in arrears.
- In process of having the tax returns completed. Must do years back to 2011.
- **Action Item A2017.6** Richard will have Rima add Lore, Ivan and himself for sharing of Google Docs for Profit and Loss and Balance Sheet statements.
- Reported Fraudulent emails received asking for transfer of money
- **Action Item A2017.7** Lore will contact Sharon Buckley of Primary Design to ask her about adding in more security measures and removing the financial reports.
- Delinquency policy discussed. The current policy is contradictory. The Board voted to revise the invoices and policy for better clarity and common sense.
- **Action Item A2017.8** Lore will revise the policy, invoices and Letter of Transmittal to reflect the new policy.

Secretary

- Lore drafted the "Welcome New Homeowner" letter and Letter of Transmittal for Annual Dues. Discussion ensued and some revisions will be made.

- **Action Item A2017.9** Lore to revise Welcome letter and LT for invoicing. Will email out for approval.
- **Action Item A2017.10** Lore will email a list of items needed for stuffing and stamping invoices.
- **Action Item A2017.11** Lore will set up Google Docs with the DGHOA docs residing on her harddrive

Architectural Committee

- Approved shingles for 9372 Candlewood.

Landscape Committee

- This month the sprinkler batteries will be replaced
- Discussion continued regarding removing Palms in Common Areas where properties are in escrow. It was decided that Palm Trees would remain and that in the future the Board will only plant slow growing variants.
- John Hodge provided a spreadsheet (attached) with a summary of palm trees in the neighborhood
- **Action Item 2017.12** Martha will have Sam's Landscaping give us a more detailed review of the palms.

Member at Large

- Nothing to report

V. New Business / Open Discussion

- none

VI. List of New Action Items

- **Action Item A2017.6** Richard will have Rima add Lore, Ivan and himself for sharing of Google Docs for Profit and Loss and Balance Sheet statements.
- **Action Item A2017.7** Lore will contact Sharon Buckley of Primary Design to ask her about adding in more security measures and removing the financial reports.
- **Action Item A2017.8** Lore will revise the policy, invoices and Letter of Transmittal to reflect the new policy.
- **Action Item A2017.9** Lore to revise Welcome letter and LT for invoicing. Will email out for approval.
- **Action Item A2017.10** Lore will email a list of items needed for stuffing and stamping invoices.
- **Action Item A2017.11** Lore will set up Google Docs with the DGHOA docs residing on her harddrive.
- **Action Item 2017.12** Martha will have Sam's Landscaping give us a more detailed review of the palms.

VII. Past Action Items

- all past items accomplished.
- ~~A2017.1 Richard Boerner will arrange for bookkeeper to attend next meeting.~~
- ~~A2017.2 Lore will look for Statement of Account and payment reminder template.~~
- ~~A2017.3 Richard Boerner will draft a Statement of Account letter for those homeowners that are in arrears.~~
- ~~A2017.4 John Hodge draft letter to escrow companies regarding palms.~~
- ~~A2017.5 Ivan will contact Kevin regarding the addition plans.~~

VIII. Adjournment

- Meeting adjourned 7:23 pm

Next Meeting:
Stuff and Stamp the Invoice Mailings
Monday November 27, 2017
6pm @ Ivan's

Summary
Deane Garden Palm Trees

November 1, 2017

Street	Address	Large Palms			
		King&Queen	20 ft plus	10 ft plus	less than 10ft
Deervale		46	17	8	21
Eastwood		18	11	0	7
Bancroft		34	18	7	9
Adrian		28	33	21	1
Ramona		23	11	6	8
Hazelbrook		8	7	1	0
Candlewood		52	14	12	21
		209	111	55	67
	Homes	# of palms	Tot Palms		
	1	14	14		
	4	10	40		
	3	9	27		
	1	8	8		
	0	7	0		
	6	7	42		
	1	5	5		
	4	4	16		
	13	3	39		
	4	2	8		
	10	1	10		
	88	0	0		
	135		209		

Deervale
HOA Palm Trees

November 1, 2017

Street	Address	Large Palms			
		King&Queen	20 ft plus	10 ft plus	less than 10ft
Deervale	20332	1	1		
	322	1	1		
	302	0			
	292	0			
	282	0			
	272	0			
	252	8	0	2	6
	242	0			
	232	3	3		
	222	0			
	212	0			
	221	0			
	231	0			
	241	10	6	1	3
	252	0			
	271	5		5	
	281	0			
	291	3	3		
	301	9			9
	321	6	3		3
	331	0			
		46	17	8	21

Eastwood
HOA Palm Trees

November 1, 2017

Street	Address	Large Palms			
		King&Queen	20 ft plus	10 ft plus	less than 10ft
Eastwood	20332	0			
	322	2	2		
	302	0			
	292	0			
	282	0			
	272	0			
	252	1	1		
	242	0			
	232	0			
	241	1	1		
	252	0			
	271	6			6
	281	0			
	291	6	6		
	301	2	1		1
	321	0			
	331	0			
		18	11	0	7

Bancroft
Hoa Palm Trees

November 1, 2017

Street	Address	Large Palms			
		King&Queen	20 ft plus	10 ft plus	less than 10ft
Bancroft	20332	0			
	322	0			
	312	0			
	292	10	8	2	
	282	0			
	272	3	3		
	252	3		1	2
	232	0			
	Cul De Sac	2	2		
	241	4			4
	251	0			
	271	0			
	281	6	5		1
	291	0			
	311	6		4	2
	321	0			
	331	0			
		34	18	7	9

Adrian
HOA Palm Trees

November 1, 2017

Street	Address	Large Palms			
		King&Queen	20 ft plus	10 ft plus	less than 10ft
Adrian	20332	0			
	322	9	27		
	312	9		18	
	292	0			
	282	0			
	272	0			
	252	0			
	242	0			
	232	0			
	Cul De Sac	1		1	
	242	0			
	251	3	3		
	271	3	3		
	281	0			
	291	0			
	311	0			
	321	1		1	
	331	2		1	1
		28	33	21	1

Ramona
HOA Palm Trees

November 1, 2017

Street	Address	Large Palms			
		King&Queen	20 ft plus	10 ft plus	less than 10ft
Ramona	20332	0			
	322	10	3	2	5
	312	0			
	292	0			
	282	0			
	272	0			
	252	0			
	242	0			
	232	3	3		
	222	0			
	221	3			3
	211	0			
	231	4	2	2	
	241	0			
	251	3	1	2	
	261	0	2		
	271	0			
	281	0			
	301	0			
	321	0			
	331	0			
	341	0			
		23	11	6	8

Hazelbrook
HOA Palm Trees

November 1, 2017

Street	Address	Large Palms			
		King&Queen	20 ft plus	10 ft plus	less than 10ft
Hazelbrook	93472	0			
	452	0			
	442	0			
	432	2	2		
	412	0			
	402	0			
	392	0			
	372	0			
	353	0			
	342	0			
	332	0			
	322	0			
	302	0			
	392	0			
	382	0			
	272	6	5	1	
	252	0			
		8	7	1	0

Candlewood
HOA Palm Trees

November 1, 2017

Street	Address	Large Palms			
		King&Queen	20 ft plus	10 ft plus	less than 10ft
Candlewood	9302	0			
	322	10	8	2	
	342	14			14
	352	0			
	362	1	1		
	362	4	1	1	2 not K or Q
	372	0			
	382	3	1	2	
	392	6		5	1
	402	0			
	412	0			
	9451	0			
	441	0			
	431	3			3
	411	1	1		
	401	1	1		
	491	1	1		
	481	0			
	461	0			
	451	4		4	not K or Q
	441	0			
	421	0			
	411	0			
	401	1		1	
	291	3		2	1
	281	0			
	261	0			
		52	14	17	21