

BALBOA TERRACE HOMES ASSOCIATION

BOARD OF DIRECTORS MEETING

SEPTEMBER 10, 2020

Due to the COVID pandemic, the meeting was held on Zoom.

DIRECTORS PRESENT: Rich Hill, Tom Thoman, Bob Switzer, Robert Mann, Tom Cator, Elizabeth Khachigian, Jerry Bernstein and Arlene Doyle

DIRECTORS EXCUSED: Brigitte Churnin

GUESTS PRESENT:

Cindy Hsu and Randy Maycock, Inspectors of Election

OPEN FORUM:

None of the neighbor's present presented any issues that they felt should be addressed.

MSC: The minutes from August board meeting were approved as submitted

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Committee Reports:

Architectural Review Committee:

Jerry Bernstein reported that the committee is reviewing window replacement proposals from two homeowners. The committee also discussed issues concerning yard maintenance.

Capital Improvements Committee:

Tom Cator reported that Terra has begun work on installation of the irrigation system for the Monterey/San Benito easement.

Tom is seeking four more bids for the concrete work at the main entrance.

The homeowners whose properties abut the South Easement have been involved with Terra in plans to replant the concrete planters. A proposal and bid should arrive in the near future.

Tom reported that neighbors have been telling him that they have noticed improved grass along the easements with the installation of the new sprinkler system and improved maintenance by Terra.

INSPECTORS OF ELECTION:

Randy Maycock reported on the status of the election process.

13 directors have been nominated for the 11 positions. All candidates have been vetted and their names as well as their candidacy statements have been posted on the BTHA website.

Ballots will be mailed out no later than October 11, with ballots due back in the hands of the directors of election by 5:00 on November 10, 2020. The votes will be tabulated at that time. 145 votes are need for the election to be valid. Tabulation of the ballots can be viewed by association members via Zoom.

A second Post office box has been rented for the collection of the ballots.

FINANCE COMMITTEE:

President Rich Hill and treasurer Bill Thoman have reviewed the financials and ratified them for the month of July.

Going forward, Rich Hill, Bill Thoman and Bob Switzer will do a monthly review of the finances.

The board ratified the review of the financials for the month of July, 2020, as reported by the president and treasurer

The firm of Eleanor and Associates, a CPA firm has been engaged to review the budget of 2019, because the budget is over \$75,000.

NEW BUSINESS:

MSC: The Procurement Policy, as revised, was approved.

There was discussion concerning committee structure and the division of responsibilities. It was decided that the incoming board should be given the opportunity to make the decisions concerning these issues.

Rich and Arlene agreed to meet with BAPS to discuss the unpaid assessments and the best way to approach the issue.

The meeting was adjourned at 8:50.

Respectfully Submitted,
Arlene Doyle, Secretary