

## Balboa Terrace Homes Association

### Board of Directors Meeting

Monday, August 3, 2020

Due to the COVID 19 pandemic, the monthly Board Meeting was held via Zoom.

**Directors Present:** Richard Hill, Arlene Doyle, Robert Mann, Jerry Bernstein, Bill Thomen, Tom Cator, Bob Switzer, Elizabeth Khachigian and Brigitte Churnin

**Guests Present:** Melissa Hajostek with BAPS

President Richard Hill called the meeting to order at 7:30 p.m.

#### **Open Neighborhood Forum:**

The neighbors attending the meeting expressed interest in the planters [along](#) the southern easement, [west of San Benito](#). The original purpose in placing the planters and boulders was discussed along with plans for the [main entrance at the western end of the](#) northern easement.

#### **New Business:**

**MSC:** The July 2020 BTHA Meeting minutes were approved as corrected.

Bill Thomen presented the financial report for the second quarter of 2020. The delinquent accounts will be billed again by BAPS.

**MSC:** The financial report was approved as submitted.

Tom Cator reported on meeting with five paving contractors to get bids for repairs to the concrete and masonry that presents [safety hazards along](#) the northern easement. Only one contractor provided a written estimate for the work at the time of this meeting.

**MSC:** The bid by Rozana Masonry presented by Mr. Parrlej for \$8,500 to eliminate tripping hazards as well as an additional \$1,700 for possible additional work was approved.

#### **Old Business:**

Elizabeth Khachigian reported on [the](#) election timeline under the new state election rules. The election is presently scheduled for November 10. A proposal was made that rather than change the date for the annual meeting, directors will be elected for a term of [approximately](#) 14 months, ending at the annual meeting in 2022.

**MSC:** Directors elected in November 2020, will serve through the annual meeting in 2022.

Election inspectors need to be appointed by August 12, 2020. Once they have received the necessary information to begin their job, the inspectors will utilize the services of BAPS and outside counsel if necessary to assist with mailings and as otherwise permitted by law. The inspectors will operate independently but will provide appropriate updates to the present Board.

Notice of the election needs to be provided to homeowners by August 12, 2020. Melissa advised the board that the View from the Terrace can be used to provide notice. The election date as well as solicitations for candidates will be posted on the website as well as NextDoor.

Nominations and verification of candidates are due by September 11, 2020

Ballots will need to be distributed to homeowners by October 11, 2020.

Elizabeth has continued to work on the governing documents.

**MSC:** The following Association members have volunteered to serve on the election committee and are appointed to serve as election inspectors:

Randy Maycock  
Cindy Hue  
Dan Connolly

The election inspectors will coordinate with BAPS, the management company and not with the present Board of Directors

**The meeting was adjourned at 9:15 p.m.**

Respectfully Submitted,

Arlene Doyle, Secretary