

BALBOA TERRACE HOMES ASSOCIATION
BOARD OF DIRECTORS MEETING – September 13, 2021
7:30pm - 9pm (via Zoom)

Board Attendance:

Richard Hill
Arlene Doyle
Jennifer Liu
Keith Gilless
Marion Smith
Robert Mann
Lee Jackrel
(Lisa Triplett - BAPS)

Community Members Attendance:

Cindy Hu
Karin Hu
Albert Lee
Robert Switzer
Unidentified call-in user

7:30 Call to Order

7:35 Open Neighborhood Forum and Member Comments

7:45 Approval of the Minutes of the March 1 and August 2 Board Meetings

7:50 August Financial Review

- Motion approved: Post 2019 financials on website in compliance with Davis-Stirling

7:55 Overview of Contracts Approved at the August 28 Special Board Meeting

- Approved contract repair alley - flooding section impacting homes

8:00 Status of Governing Documents Project

- CC&Rs/Governing Documents status: final draft complete
- **Next steps:** Rich to reach out to Davis-Stirling law firm to bless them (estimating about 1.5 months to get this done), then send the draft document out to homeowners for approval.

8:05 Approval of Landscape Assessment Proposal from BAPS

- Process communicated - see deck to be posted to website, includes 6 draft criteria, timeline to communicate with community and get comments. Egregious violations - approx 15 homes, less than 10% of population
- Community comments
- Board approval: Process outlined in Robert's presentation
 - Communication with community from View from Terrace, discussion with neighbors around provisions, finalize rules with any changes as needed, proceed with hiring BAPS to do independent objective assessment. Board improving process not working.

8:40 Document pickup and offsite storage of documents by BAPS

- Important documents need to be retained (Robert's cellar, church, and Arlene's basement) - need to store them sort what need to keep/not need to keep
- Lisa Triplett/BAPS to send retention doc policy
- Arlene, Cindy, Keith and others go through the docs to get rid of those unneeded documents to reduce the number of boxes to pass off to BAPS and to sort through items the community will want to keep.
- TBD - See how much we've got, then discuss next steps such as electronic storage/scanning options.

8:50 Report from the Reconstituted Welcoming Committee

- Kathleen McDonough will be the ambassador to welcome new homeowners
- Diane Onken & BAPS to provide data quarterly for new homeowners
- Cindy and Steve preparing the welcome packet
- Kathleen - small plant gift for new homes, have budget up to \$500 for small plant gifts - do not need Board approval

8:55 Halloween Parade

- Have budget up to \$500 for volunteer/goodie bags - do not need Board approval

9:00 Adjournment