

**THE MINUTES OF THE MEETING
OF THE
BOARD OF DIRECTORS
OF THE
THE FAIRWAY HOMEOWNERS' ASSOCIATION**

August 14, 2023

CALL TO ORDER

The following are the Minutes of the Meeting of the Board of Directors of **The Fairway Homeowners Association**, held August 14, 2023, at the offices of The Management Trust, 12607 Hiddencreek Way, Ste. R, Cerritos, CA. A **Quorum** was present (in person and via Zoom), and the meeting was called to order at 6 p.m. following an executive session.

BOARD MEMBERS PRESENT

Diana Fernandez, president;); and John Strand, secretary/treasurer

BOARD MEMBERS ABSENT – Michelle Sangalang, vice president

MANAGEMENT

Valerie Cuonzo, The Management Trust, community manager, was also present.

HOMEOWNERS FORUM – Homeowner from 11360, #1

EXECUTIVE MEETING SUMMARY

At the Executive Meeting held prior to the start of the open session, the Board addressed a hearing regarding installation of an unapproved camera in a window without prior Board approval.

APPROVAL OF CONSENT CALENDAR

The Board unanimously approved the Consent Calendar as follows with Ms. Fernandez making the motion, seconded by Mr. Strand :

- Approval of the April 24, 2023, Board Meeting Minutes as presented.
- **Liens Approved:** None.
- **Foreclosures Approved:** None.

FINANCIAL/TREASURER'S REPORT

Mr. Strand motioned to approve the June and July financials as presented, seconded by Ms. Fernandez.

INVESTMENTS

Mr. Strand motioned to invest available funds in the amount of \$51,576.32 at JP Morgan Securities money market into Treasury Bills with terms three to 18 months, seconded by Ms. Fernandez.

MANAGEMENT REPORT

Management included in the Board Meeting packet the Action List with updates for April 24, 2023, and Site Reviews from May8, June 12 and July 26, 2023. The Board noted no significant issues for discussion. All items have been assigned to the appropriate vendor for correction.

OLD BUSINESS

Amazon Package Delivery: Ms. Fernandez volunteered to reach out to the Amazon contact regarding their delivery procedures, offered by Amazon Key.

Garage Re-Roof: Due to there being pending roof bids, the Board agreed to schedule a special meeting to review proposals for re-roof of the garages.

SB 326: The Board review a detailed report prepared by S. Graciano Consulting, PC. Management was directed to contact an architect or similar vendor to prepare a scope of work for the needed repairs.

NEW BUSINESS

Wood Repair Bids

Proposals to make wood repairs to the buildings were reviewed by the Board, and approved as follows:

- The Fairway sign: Mr. Strand motioned to approve the bid from Landis Williams for \$250, seconded by Ms. Fernandez. Motion carried
- 11350 Gridley, #3: Mr. Strand motioned to approve the bid from Landis Williams for \$1,490, seconded by Ms. Fernandez. Motion carried
- 11360, #1: Mr. Strand motioned to approve the bid from Straight Line Construction for \$4,149, seconded by Ms. Fernandez. Motion carried.

Tree Removal Proposal

Mr. Strand motioned to approve the bid from A Growing Concern to remove a dead/dying Eucalyptus tree located at the front of the complex on Gridley at a cost of \$450. Ms. Fernandez seconded the motion. Motion carried.

Front Gate Modification Bids

Mr. Strand motioned to approve a proposal from Fence Pros to make wrought iron repairs to the Gridley pedestrian gate and to install a handle guard at a cost of \$550. Ms. Fernandez seconded the motion. Motion carried.

Year-End Audit/Tax Prep Proposal

Mr. Strand motioned to approve the proposal for audit and tax preparation as submitted by John Demarchi CPA at a cost of \$1,165, seconded by Ms. Fernandez. Motion carried.

Reserve Study Proposal

Mr. Strand motioned to approve the proposal for a reserve study update to prepared by The Management Trust's ancillary service/Seth Bohler at a cost of \$375. Ms. Fernandez seconded the motion. Motion carried.

Annual Membership Meeting

Management noted the meeting has been scheduled to be held September 18, 2023 at the Association's pool area.

Tree Trimming

Mr. Strand motioned to approve the proposal for tree trimming presented by A Growing concern at a cost of \$1,470, seconded by Ms. Fernandez. Motion carried.

CORRESPONDENCE

Reviewed as submitted. No action was necessary.

ADJOURN

The Board adjourned the meeting at 7:21 p.m.

NEXT BOARD OF DIRECTOR'S MEETING

Monday, October 23, 2023 at 5:30 p.m.

Prepared by: Valerie Cuonzo, CACM, interim community manager

Approved by:

John W. Strand 10/23/2023
Secretary Date

The Fairway Homeowners Association

As Submitted As Amended

End of File.