

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

February 13, 2024

CALL TO ORDER

The following are the Minutes of the Meeting of the Board of Directors of **The Fairway Homeowners Association**, held February 13, 2024, at the offices of The Management Trust, 12607 Hiddencreek Way, Ste. R, Cerritos, CA. A quorum was present, and the meeting was called to order at 6:11 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 11625 #9, present to report that a piece of wood from their garage roof soffit fell recently and is concerned that more could fall; management to have Lang Roofing respond and move this building up on the list for roof replacement.

EXECUTIVE MEETING SUMMARY

At the Executive Meeting held prior to the start of the open session, the Board addressed a hearing regarding the issue of parking in front of the garage for long periods of time, in addition to two other hearings regarding parking and window screens.

APPROVAL OF CONSENT CALENDAR

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

- Approval of the October 23, 2023, Board Meeting Minutes as presented.
- **Liens Approved:** None.
- **Foreclosures Approved:** None.

FINANCIAL/TREASURER'S REPORT

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

INVESTMENTS

Ms. Fernandez motioned to invest \$50,000 of the funds coming due on 2/8/24 into a T Bill for three-month term, and to reinvest a maturing T Bill on 3/21/24 into a six-month term.

MANAGEMENT REPORT

Management included in the Board Meeting packet the Action List with updates for the October 23, 2023, meeting, and site reviews from October, December, and February for review. The Board noted no significant issues for discussion. All items have been assigned to the appropriate vendors to address.

OLD BUSINESS

New Rule Adoption: Mr. Strand motioned to approve the proposed new rules to read as follows: No common area shall be used or allowed to be used for any business, commercial, manufacturing, mercantile, storing, vending, or other non-residential purposes, except with the prior written permission of the Board of Directors, and the washing of vehicles is prohibited within the Common Area. Management to mail newly-adopted rules to the membership.

SB 326 Inspections: Manager provided an estimate for wood repairs prepared by Vision Restoration Contractors, a company recommended by the structural engineer who did the SB 326 inspections. No action was taken at this time. Manager to continue gathering pertinent information toward a path of obtaining proposals for the balcony repairs.

Gutter Installation at Gridley Gate: The Board confirmed wishing to move forward with having Lang Roofing install a previously-approved gutter over a section of the Gridley vehicle gate. Manager to follow up as to when the work will be scheduled.

Organics Carts: The Board discussed having Personal Touch provide their cost to maintain the two organics trash cans by installing and replacing on a regular basis compostable bags within the containers to help reduce the smell and to keep the containers clean. Manager to reach out for their cost to do this work.

NEW BUSINESS

Board Member Extra Duties & Boundaries: After some discussion, the Board agreed that there will be times during emergency situations that a member of the Board be called upon to assist in some way. Mr. Strand volunteered to assist with the vehicle gates when necessary.

Vehicle Gate Flatbar Installation: A proposal submitted by Fence Pros to install a flatbar to close a wide gap between the pedestrian gate and the Harvest vehicle gate was tabled to obtain additional information.

Request for Reimbursement: Ms. Fernandez motioned to reimburse Mr. Strand in the amount of \$8.63 for purchase of a toilet seat for the women's restroom, and seconded by Mr. Strand. All approved.

Pool Mastic Proposals: Ms. Fernandez motioned to approve a proposal from Landis Williams Construction to install new mastic around the pool and spa at a cost of \$2,760.00, seconded by Mr. Strand. All approved.

Year-End Audit: The Board approved the draft year-end audit for approval to publish to the members. Mr. Strand signed the audit Representation letter.

CORRESPONDENCE

Reviewed as submitted. No action was necessary.

ADJOURN

The Board adjourned the meeting at 8:26 p.m.

NEXT BOARD OF DIRECTOR'S MEETING

Monday, May 6, 2024 at 5:30 p.m.

Prepared by: Valerie Cuonzo, CACM, community manager

Approved by:


Secretary
The Fairway Homeowners' Association

5/10/24
Date

As Submitted As Amended