

SUGARLOAF HOMEOWNERS ASSOCIATION
 Minutes of the Board of Directors Meeting
 October 30, 2023

CALL TO ORDER The October 30, 2023, open Board meeting, at the San Mateo Senior Center located at 2645 Alameda de las Pulgas, was called to order at 5:40 PM. Board members present were Bob Kiss, Christine Sommers, Alan Robinson and Zaven Khachadourian.

Board Member Mitra Sadeghi was absent. Joseph D'Agostino from PML Management attended the meeting.

OPEN FORUM

- No members were present for open forum.

APPROVAL OF PREVIOUS MEETING MINUTES

On a motion duly made and seconded, and passed by unanimous vote, the September 26, 2023, Board of Directors Open Meeting minutes were approved as submitted. The next open Board meeting will be held on November 28, 2023, at the San Mateo Senior Center.

REPORTS

Financial Statement Review - The Board reviewed the September 30, 2023, financial statement.

	Month	YTD Actual	YTD Budget	Variance	Yearly Budget
Total Revenue	267	184,996	183,418	1,578	183,031
Total Maint. & Repairs	2,415	39,389	46,855	7,466	61,120
Total Utilities	4,701	20,116	17,532	(2,584)	23,370
Total Admin. Expenses	3,706	39,764	44,985	5,191	59,930
Operating sub total	10,821	99,269	109,342	10,073	
Total Reserve Expenses	0	19,738	19,377	(361)	25,828
Total Expenses	10,821	119,007	128,719	9,712	170,248
Total Assets		434,328			12,783
Total Liabilities		12,975			
Total Fund Balances		421,353	365,089	est yr end bal	86%

Board Treasurer, Mitra Sadeghi was absent. The Board reviewed the delinquent account. It was noted that the water expense is \$3,000 over budget for the year. It was also noted that there were some identified and repaired leaks during 2023 that contributed to additional charges, along with increased water and service charges.

Landscape Committee – The following was reported:

Loral Tree Care has informed PML that the large tree work (removal of multiple trees recommended by certified arborist) is scheduled to be done on November 9th and 10th. Originally it was scheduled for the end of this week, but Loral has fallen behind on scheduling. PML Reported that they have not been able to find someone to remove poison oak. It was requested that PML Continue to look for someone who can perform this work.

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Architectural Committee – The following architectural approvals were granted since the last board meeting:

<u>Date Received</u>	<u>Address</u>	<u>Description of Work</u>	<u>Status</u>
9/28/2023	3404 Westwood Ct.	Roof Replacement	Approved 10/1/2023
10/10/2023	1801 Parkwood Dr	Roof Replacement	Approved 10/10/2023

Public Safety / Traffic Safety Committee –

- It was reported that there is a person (not a resident of Sugarloaf) who sits in their car frequently parked on Parkwood Drive who was seen urinating on the street outside the vehicle. It was noted that if someone sees anything of this sort the police should be contacted.

Manager's Report –

- No Report

UNFINISHED BUSINESS

- Governing document Update Project Status – It was reported that the revised governing documents have been sent in early October to the homeowners for the vote. In about a week, the Board will ask PML to give them an updated list of who has and who has not turned in a ballot so follow up can be done. It was also reported that a page has been added to the Association web site where homeowners can review the revised documents.
- 2024 Draft budget final review and approval – The Board reviewed the final draft of the 2024 budget. On a motion duly made and seconded and passed by unanimous vote, the Board approved the 2024 budget as submitted with no increase in the annual assessment amount.

NEW BUSINESS

- Appoint Annual Meeting Election Official/Nominating Committee – It was reported that Alan Robinson and Mitra Sadeghi have agreed to be on the nominating committee. It was also reported that Laure McElligot and Vladimir Sadilek, both HOA members, agreed to be appointed as the election officials for the Governing Documents voting process.

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- Legislative Updates effective January 2024 – AB 648 changes the law regarding virtual meetings, allowing HOAs to hold fully virtual meetings without the physical location requirement, subject to certain notification and accessibility requirements .
AB 1458 Allows HOAs that do not meet quorum requirements at their Annual Meeting to adjourn to a later date at a reduced quorum requirement of 20% (or lower if stated in their governing documents).

CORRESPONDENCE REVIEW

- The Board discussed a homeowner request related to holiday lighting, deciding to approve the homeowner proposal.
- The Board discussed a homeowner request to paint their home in a non-approved color scheme. The request was related to an observation that a few (three currently) homes in Sugarloaf have transitioned from wood shingle siding to Hardie board siding, which comes only in factory colors. The Board previously approved those transitions since transforming a shingled home into a stucco coated and painted home is extremely expensive. A homeowner with a standard painted home requested to paint their home in colors matching the homes configured with Hardie siding. After discussion, the Board unanimously denied the request to paint the home in non-approved colors. Homeowners must follow the painting rules as stated in the painting documentation and as per the CC&Rs.

ADJOURNMENT

There being no further business before the Board, the Meeting was adjourned at 7:00 pm. The next Open meeting of the Board will be held on November 28, 2023, at 5:30pm, at the San Mateo Senior Center located at 2645 Alameda de las Pulgas.

Respectfully Submitted,

Attested by,

Joseph D'Agostino, CACM
PML Management Corporation

Zaven Khachadourian, Secretary
Sugarloaf HOA