

**BOARD OF DIRECTORS  
TOWNHALL MEETING MINUTES  
July 25, 2022**

Upon due notice to the membership, a Townhall meeting was held Monday, July 25, 2022, immediately following the Executive Session at the Clubhouse.

**CALL TO ORDER**

There being a quorum present, ***upon a motion duly made, seconded, and carried the Board called the meeting to order at 6:00 P.M.*** The Chair of the Meeting introduced the Board and members present.

Board Members Present:	Joanne Fisher	President
	Dmitry Pasternak	Vice President
	Ben Adelstein	Secretary
	Amanda Oberg	Treasurer
	Alan Lustigson	Director at Large

Board Member Absent: None

Management de Novo, Inc: Elizabeth J. Buenrostro Community Manager

Others: Numerous owners (40) were in attendance

**PRESENTATION**

Garret – Cal West Property Inspections – Roof Inspections  
Omeed and Pamela – California Sub-Meters – Community Sub-Meters  
Jill Wright – Epstein Law Offices – New Documents

**HOMEOWNER OPEN FORUM Q&A**

Homeowners were given the opportunity to listen to the Guest Speakers and ask any questions that they may have.

**MAINTENANCE AND ACTION ITEMS**

**CC&R Document Update:** Legal has taken the Board’s comments and revised the draft documents. The final copy has been emailed to all homeowners on July 22, 2022 and will be sent out via USPS mail on July 25, 2022 for the 30-day comment period. ***No action needed at this time. For Boards information only.***

**Reroofing Project Update – Roofing Inspection:** Enclosed for the Boards review is the approved proposal from Cal-West Property Inspections for a roof inspection for \$110.00 per building and report excluding the clubhouse for a total of \$4,400.00 as well as an exterior building maintenance inspection and report for the Clubhouse and pool area for \$599.00. ***No action needed at this time. For Boards information only.***

Plumbing Update / Submeters: Management has reached out to California Submeters to get quotes for installing submeters in the community. They directed us that we will need to have a site evaluation to find what units if any have shut off valves before we can move forward with a quote for installation. Management has reached out to both WestPro Plumbing and Dependable Plumbing at their recommendation. WestPro Plumbing has gone out to the property and quoted \$425.00 per unit to install individual shut off valves for a total of \$58,650.00. California Submeters have provided us two quotes. One for only installing the initial 10 test units for a **total of \$3,537.55** and another for installing all units for a **total of \$42,430.99**.

**No action needed at this time. For Boards information only.**

Rain Gutter Proposal: Enclosed for the Boards review are proposals from Seamless Rain Gutters for 9754 – 9760 Caminito Doha for \$1,600.00 and for 9749 & 9745 Caminito Doha for \$2,100.00.

Janitorial: ProTec notified management that there will be a \$17.50 increase per month beginning January 1, 2023. **No action needed at this time. For Boards information only.**

McKowski’s Maintenance Update and Report: The Board reviewed the updated report from McKowski’s Maintenance regarding projects completed since last meeting. **No action needed at this time.**

Inspection Reports: The Boards reviewed the current inspection reports. **No action needed at this time.**

Other Business:

Future Meeting Dates:

- August 29<sup>th</sup>, 2022
- September 26<sup>th</sup>, 2022
- October 24<sup>th</sup>, 2022
- November 28<sup>th</sup>, 2022
- December 19<sup>th</sup>, 2022 (or no meeting tbd)

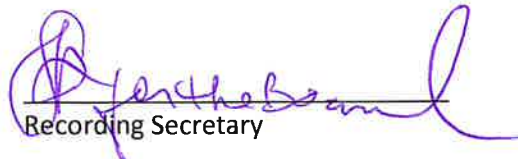
**Next Meeting Date and Adjournment**

The next Open Board Meeting of the Timberlane II Property Owners Association will **usually be held on the last Monday of the month**. The August meeting is scheduled for August 29<sup>th</sup>, 2022 at 6:00 P.M. at the club house.

**Upon a motion duly made, seconded, and unanimously carried the meeting was adjourned at 7:31 P.M. and the Board reconvened to the Executive Meeting at this time.**

Dated: \_\_\_\_\_

8.29.22

  
 Recording Secretary