

# MINUTES OF THE HALF MOON BAY MASTER ASSOCIATION

## BOARD OF DIRECTORS MEETING

JULY 17, 2024

THE CLUBHOUSE MEETING WAS CALLED TO ORDER AT 10:00 AM BY LARRY PARKER.

**ROLL CALL:** PRESENT IN PERSON WERE PROPERTY MANAGER FRED GROTKE AND DIRECTORS LARRY PARKER, AND ONLINE LARRY BECKER, BILL CORRAO, JOHN ZANONI AND JOHN SCEPPA ESTABLISHING A QUORUM. APPROXIMATELY 12 UNIT OWNERS WERE ATTENDING IN PERSON. 12 UNIT OWNERS WERE ATTENDING VIA ZOOM.

**APPROVAL OF MINUTES:** LARRY BECKER MOVED FOR THE APPROVAL AND WAIVER OF READING OF THE MINUTES FOR JUNE 19, 2024 AS PREPARED BY LARRY BECKER. BILL CORRAO SECONDED THE MOTION. THE MINUTES WERE APPROVED UNANIMOUSLY (5-0).

**FINANCIAL REPORT –** LARRY BECKER REPORTED THAT AS OF JUNE 30, 2024, THE MASTER BOARD WAS UNDER ITS BUDGET BY A SUBSTANTIAL MARGIN.

### **OLD BUSINESS:**

**A. RESERVE STUDIES –** LARRY PARKER NOTED THAT THE MASTER BOARD HAS RECEIVED THE SIRS AND TRADITIONAL RESERVE STUDIES CONDUCTED BY ASSOCIATION RESERVES AND HAD ITS FIRST REVIEW OF THEM ON JULY 2<sup>ND</sup> TO DETERMINE IF SOME OF THE ADDITIONAL FINANCIAL OBLIGATIONS RESULTING FROM THE STUDIES CAN BE MITIGATED. THE BOARD WILL MEET AGAIN TO REVIEW THE RESERVE STUDIES ON JULY 23 FOR A 2<sup>ND</sup> REVIEW. THE BOARD WILL THEN MEET WITH THE CREATOR OF THE RESERVE STUDIES TO WORK ON ISSUES OF DISAGREEMENT BETWEEN THE BOARD AND THE CREATOR OF THE RESERVE STUDIES. BASED ON THE CURRENT RESERVE STUDY, IT DOES APPEAR THAT THE BOARD WILL NOT HAVE TO RAISE THE RESERVE BUDGET SUBSTANTIALLY. THE AMOUNT PROPOSED BY RESERVE ASSOCIATES CAME IN CLOSE TO WHAT WE DID LAST YEAR.

**B. HOTWIRE FIBER OPTIC CABLE INSTALLATION –** CONSTRUCTION OF THE NEW FIBER OPTIC NETWORK PROCEEDING. BLDG 7030 IS DONE. WORKING ON 7020. CABLING LAID TO CLUBHOUSE.

**C. FRONT GATE MODIFICATIONS –** PROGRESS ON THE MODIFICATIONS OF THE FRONT GATE TO SATISFY DEMANDS BY THE FIRE DEPARTMENT HAVE RUN INTO A FEW HICUPS. ACCESS MASTERS, THE FRONT GATE INSTALLER, THOUGHT THAT THEY HAD 6 MONTHS TO COMPLETE THE PROJECT. THE TOWN OF HYPOLUXO AS WELL AS THE MASTER BOARD HAS INFORMED AM THAT THERE IS AN URGENCY TO COMPLETING THE ENGINEERING DRAWINGS FOR THE MODIFICATIONS. AM HAS ASSURED US THAT THEY WILL EXPEDITE THE DRAWINGS REQUIRED BY THE FIRE DEPARTMENT.

**D. GODBY LOCK –** AS A FOLLOW UP TO THE LAST MEETING ON JUNE 19, THE BOARD APPROVED THE PROPOSAL FROM GODBY TO INSTALL NEW LOCKS ON THE CLUBHOUSE MEN AND WOMEN'S BATHROOMS. AFTER APPROVAL, THE GO AHEAD WAS TABLED TO DETERMINE WHETHER AN ELECTRICIAN WAS NEEDED. GODBY HAS REPLIED THAT NO ELECTRICIAN IS NEEDED. LARRY BECKER MADE A MOTION TO REAFFIRM THE APPROVAL FROM THE JUNE 19<sup>TH</sup> MEETING FOR THE GODBY LOCK

CONTRACT FOR \$1,014.36 TO REPLACE THE LOCKS AND TIMER FOR THE DOORS TO THE CLUBHOUSE MEN'S AND WOMEN'S BATHROOMS. BILL CORRAO SECONDED THE MOTION WHICH WAS UNANIMOUSLY APPROVED WITHOUT DISSENT.

**E. REPAIR TO SOUTH POOL** - AS ANOTHER FOLLOW UP TO THE LAST MEETING ON JUNE 19<sup>TH</sup>, THE BOARD PREVIOUSLY APPROVED A PROPOSAL FROM AMERICAN POOL FOR REPAIRS TO THE SOUTH POOL FOR \$2,722.74. THE INVOICE SUBSEQUENTLY CAME IN FOR THE WORK WITH ADDITIONAL REPAIRS INCREASING THE TOTAL BILL FOR THE SOUTH POOL TO \$2,796.55. LARRY BECKER MADE A MOTION TO APPROVE THE REVISED INVOICE FROM AMERICAN POOL FOR \$2,796.55 FOR REPAIRS TO THE SOUTH POOL. BILL CORRAO SECONDED THE MOTION WHICH WAS UNANIMOUSLY APPROVED WITHOUT DISSENT.

**NEW BUSINSS:**

**A. TERMITE AND CARPENTER ANT EXTERMINATION** - LARRY PARKER LED THE DISCUSSION ON THE URGENT NEED FOR EXTERMINATION OF CARPENTER ANTS AND TERMITES INFESTING THE CLUHOUSE BUILDINGS. THE CARPENTER ANTS WERE TREATED BY TILLMAN FOR \$400 WHICH IS UNDER THE \$500 CAP REQUIRING BOARD APPROVAL. HOWEVER, THE BOARD RECEIVED 3 BIDS FOR TENTED FUMIGATION OF THE CLUBHOUSE BUILDINGS: \$6,869 FROM HULETT HOME TO INCLUDE \$1,031 FOR ANNUAL RECURRING CHARGE, \$8,000 FROM MIRANDA EXTERMINATING, AND \$10,778 FROM NOSSLENOLEN. LARRY BECKER MADE THE FOLLOWING MOTION WHICH WAS SECONDED BY BILL CORRAO.

**THE BOARD APPROVES THE PROPOSAL FROM HULETT HOME FOR TENTED TERMITE FUMIGATION OF THE CLUHOUSE BUILDINGS FOR \$6,869 WITH AN ANNUAL RECURRING CHARGE OF \$1,031.**

THE MOTION WHICH WAS APPROVED BY UNANIMOUS VOTE WITHOUT DISSENT

**B. GOLF CART REPAIRS** – THE BOARD'S GOLF CARD HAD A FLAT TIRE WHICH REQUIRED A PURCHASE OF A NEW TIRE ON AMAZON FOR \$180.

**C. WEATHER REPORTS** – LARRY PARKER REPORTED THAT HMB DID NOT SUFFER ANY DAMAGE DUE TO EXTREME WEATHER EVENTS IN THE PAST MONTH.

**PROPERTY MANAGER STATUS REPORT – PROPERTY MANAGER FRED GROTKE** REPORTED ALL PROPERTY MATTERS HAD BEEN ADDRESSED IN THE BOD MEETING.

**COMMENTS FROM OWNERS –**

**CHUCK ANGIOLI** – HE SUGGESTED THAT THE BOARD LEASE SOME PODS TO STORE CLUBHOUSE FURNITURE DURING THE TERMITE FUMIGATION.

**NEXT BOARD MEETING** – THE NEXT BOARD MEETING WILL BE **TUESDAY, JULY 23, 2024 AT 9:00 AM** FOR A 2<sup>ND</sup> RESERVE STUDY REVIEW. THE NEXT REGULAR MASTER BOD MEETING WILL BE ON **WEDNESDAY, AUGUST 14, 2024 10:00 AM.**

**ADJOURNMENT** – LARRY BECKER MADE A MOTION TO ADJOURN WHICH WAS SECONDED BY BILL CORRAO AND PASSED UNANIMOUSLY AT 11:00 AM.