

**SAN ELIJO HILLS HOMEOWNERS ASSOCIATION, INC.
P.O. BOX 232, SOLANA BEACH, CA 92075**

BOARD OF DIRECTORS' MEETING MINUTES

WEDNESDAY, DECEMBER 1, 2021

The meeting was held at the home of Director Bisserier.

Present: President Klein (telephone), Vice President Allen, Secretary Basore, Treasurer Costello, Director Bisserier, Director Krems, Director Luque (telephone); and Members Hurley, Maxwell, Punch, Wittig, Walters (2), A. Luque, and Montrose.

- I. **Call to Order:** The meeting was called to order by President Klein at 6:32 p.m. Since he was attending telephonically, he relinquished the chair to Vice President Allen for the remainder of the meeting.
- II. **Establish Quorum:** A quorum of 7 Directors was established (5 in person, 2 via telephone).
- III. **Meeting Minutes:** The November 2021 minutes were approved as presented.
- IV. **Member Input:**
 - a. Member Montrose expressed the importance of HOA access to maintain the slopes facing the San Elijo lagoon to limit fire risk, but he is opposed to the HOA constructing stairs on private property.
 - b. Member A. Luque defended the need for the wooden fence recently installed in her rear yard at 1539 Santa Sabina and thought it had been approved by the HOA.
 - c. Member Maxwell opined that the PC&Rs do not protect views at the expense of the privacy she hopes to obtain by planting bushes in her backyard at 672 San Mario.
 - d. Member Shriver countered that her north-facing view is central to the enjoyment of her property and the bushes will adversely impact that view.
- V. **Old Business**
 - a. President Klein reported that the heirs of 1555 Santa Sabina now understand that the slope on their lot has never been maintained by the HOA, nor will it be under the new PC&Rs.
 - b. The board discussed the offer from the owner of 531 Santa Victoria to help pay for the HOA to install steps on their slope for maintenance access. The board expressed concerns about this option. Member Punch prepared a letter to deliver to homes capable of providing access to that slope. The board approved its delivery by a vote of 7-0.
 - c. Secretary Basore reported that nobody on the email distribution list expressed a desire to be removed from the list since the PC&Rs have now been approved. He will continue to include an opt-out reminder with each batch e-mail sent.

VI. Committee Reports

- a. **Slopes Committee:** Santa Camelia replanting is almost done, pending arrival of a delayed shipment of plants. The total cost will be about \$6000. All member requests that have been raised have been addressed. Tree balancing and removal on slopes in the east half will start as soon as Member Punch obtains each owner's permission. All brow (drainage) ditches will be cleaned in anticipation (hope) of winter rain. Irrigation relocation at 550 San Mario will be completed this month. The board voted 6-0-1 to approve the posting of the submitted Slope Committee Guidance on the HOA's website, with the non-binding statement highlighted. The board voted 7-0 to approve a \$500 annual bonus for Mario Martinez Landscaping due to exceptional responsiveness to the HOA's needs throughout the year.
- b. **Architectural Committee:** A proposed expansion at 1466 Santa Luisa was presented and discussed. The board expressed appreciation for the high standard of quality. It was suggested that the neighbors at the top of the adjacent slope be notified before the architectural committee approves the request. A request to plant two bushes along the south boundary of 672 San Mario was discussed in the context of view versus privacy. The board voted 5-0-2 to (1) relieve the architectural committee of responsibility for approving this request, (2) authorize President Klein to contact both neighbors in an attempt to find a mutually acceptable solution, and (3) if unsuccessful, to contact the HOA's attorney for advice. The committee reported that opaque wood fences were installed in the rear yard of 1359 Santa Sabina in conjunction with a renovation project at that address, but the committee was not aware that rear fences were part of the approved proposal. The board voted 6-1 to ask the committee to re-examine the proposal to confirm whether the fences may have been approved inadvertently. The board also voted 5-1-1 for the committee to ask the HOA's attorney for advice about fences along side yard easement boundaries. Additional proposals that were received and are under review are replacement of rear patio and fence at 672 San Mario and renovation at 1354 Santa Luisa. The board voted 7-0 to approve the posting of the submitted Architectural Committee Guidance on the HOA's website, with the non-binding statement highlighted.
- c. **Membership Committee:** The committee reported that the website has been updated to reflect the new PC&Rs and Bylaws, including mobile-device HTML versions of the documents. The board has identified two neighbors who expressed some interest in being on the board, and more will be sought. The board voted 7-0 to approve the posting of the submitted Membership Committee Guidance on the HOA's website, with the non-binding statement highlighted.

- VII. Financial Report:** Treasurer Costello reported that expenses in November were \$23,544 including \$2,000 to restore the reserve fund. This was \$2,314 over budget. Expenses year-to-date are \$14, 253 over budget, largely due to high water bills caused by lack of rain. The list of governing documents that the bookkeeper will send with escrow requests has been updated. The board asked Director Bissier and President Klein to compose a welcome letter to be included. Some neighbors have not been getting their emailed invoices because they are filtered as spam. The bookkeeper has changed her email name to Diane / Mother Lode (with email address diane@mlbinc.com) to reduce this risk, and the Membership Committee will add an item on the website so neighbors will know what to look for. Vice President Allen will provide contact details at the next meeting of a management company for the board to consider.
- VIII. New Business**
- a. The four P.O. Box keys will be held by (1) Director Bissier, who will check the P.O. Box weekly, (2) President Klein, (3) Treasurer Costello, and (4) Secretary Basore.
 - b. Secretary Basore will update the old guidance documents for each officer and send them to each current officer for further editing. The board will consider at the next meeting whether to post them on the HOA website.
 - c. The board discussed distributing a draft version of the minutes via email when the agenda is distributed prior to each meeting. It would get the information to members sooner and provide them with an opportunity to point-out mistakes prior to the minutes being approved at the next meeting. This proposal was tabled for a vote at the January board meeting.
 - d. The schedule for board meetings in 2022 was discussed. The board expressed an interest in holding all meetings in 2022 at members' homes rather than at the Lomas Santa Fe Country Club. This proposal was tabled for a vote at the January board meeting.
- IX. Adjournment:** The meeting adjourned at 8:10 p.m. The next meeting will be held at the home of Member Punch at 6:30 pm on January 5th.