

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

BOARD OF DIRECTORS' MEETING MINUTES

WEDNESDAY, DECEMBER 6, 2023

Present: President Hellinger, Secretary Basore, Treasurer Sagar; Directors Beck, Costello, Wittig (items 1–7 only, by phone); Members Andreason and Punch.

Absent: Vice President Carter.

- 1. Call to Order:** The meeting was called to order by President Hellinger at 6:31 pm.
- 2. Establish Quorum:** A quorum of 6 out of 7 directors was established.
- 3. Meeting Minutes:** The November 2023 minutes were approved as previously distributed.
- 4. Member Input:** There was no member input this month.
- 5. Old Business**
 - *550 San Mario:* The board discussed the unapproved installation of a keystone block garden wall on the sloped portion of the rear yard at this address. The board voted 5-0-1 to ask the architectural committee to assess the as-built wall for compliance with the PC&Rs and report to the board on its findings.
 - The board discussed when projects should be inspected after completion to determine whether they conform to the approved plans. The new PC&Rs do not require inspection. The practice of the architectural committee has been to periodically assess the state of progress based on public view, but to only investigate details when a homeowner brings the possibility of non-conformance to the board's attention. The board endorsed the continuation of this approach.
- 6. Architectural Committee**
 - There were no new architectural requests submitted or approved in the past month.
- 7. Slopes Committee**
 - *Fallen Trees in Lagoon:* The HOA is negotiating with the City over the cost of removing a palm tree that was on HOA land but was felled and moved into the lagoon by the City. The estimated cost of removing the downed tree is \$4500. Honeysuckle is starting to overgrow other fallen trees in that area, which shields them from view. Additional shrubs were also planted in the area (behind 441 and 507 Santa Victoria).
 - *Fall Planting:* A strawberry tree was planted at the northeast end of Santa Luisa to replace the eucalyptus that was removed. Two trees will be planted to replace two eucalyptus trees that were removed behind 429 Santa Victoria.
 - *Annual Tree Maintenance:* Work is currently paused.
- 8. Membership Committee**
 - *New Neighbors:* The new owners of 1471 Santa Marta were welcomed by the committee. The committee has been unable to contact the new owners at 661 San Mario.

- *Website:* Most of the board had viewed a new mobile-friendly website design created by our volunteer webmaster, Sharon Costello. The board voted 5-0 to approve the new site design and recommended that seven years of past minutes be retained on the website for downloading. The committee will highlight the new website design in the upcoming March newsletter.

9. Financial Report

- *Expenses versus Budget:* Expenses for the first five months of the fiscal year were \$130.3k. This is 47% of the annual budget, which matches expectation. \$677 was transferred from the checking account to the reserve account. The reserve account should be restored to its intended \$40k balance by the end of this fiscal year.
- *Bookkeeping:* Response time to correspondence between Treasurer Sagar and Mother Lode Bookkeeping has slowed since recent personnel changes were made there. This has contributed to a larger-than-usual number of unpaid September invoices. Treasurer Sagar will bring the matter to the attention of Mother Lode management.
- *Bonus:* The board voted 5-0 to approve a holiday bonus of \$500 for Mario Martinez, to be paid by check, for exceptional responsiveness to the HOA's needs this past year.

10. New Business

- The board discussed appropriate procedures for alerting homeowners in advance when their address is going to appear on the agenda for a board meeting. The membership committee was assigned responsibility for monitoring the proposed agenda each month prior to its release and informing homeowners who might otherwise be surprised.

11. **Adjournment:** The meeting adjourned at 8:31 pm. For 2024, board meetings will be held on the second Wednesday of each month. The next HOA board meeting is thus scheduled for January 10th at 6:30 pm in the upstairs boardroom of the Lomas Santa Fe Country Club.