

SONATA SINGLE FAMILY HOMEOWNERS ASSOCIATION
Board of Directors Meeting
Monday, January 25, 2021 | Conference Call In
General Session Minutes

1. CALL TO ORDER

The General Session meeting of the Sonata Single Family Homeowners Association Board of Directors was called to order at 7:43pm. In accordance with California Civil Code, the agenda was posted at least four days prior to the meeting.

DIRECTORS PRESENT

Saeed Abdollahi, President
Cameron Cyrus, Vice President
Jody Guth, Treasurer
Brian Gibbs, Secretary

DIRECTORS ABSENT

None

ASSOCIA-PCM

Jim Fraker, Senior Community Manager

EXECUTIVE SESSION DISCLOSURE

An Executive Session Meeting was held immediately preceding this General Session, where the Board of Directors discussed some, or all, of the items related to the following: (1) litigation or potential litigation; (2) matters relating to the formation of contracts with third parties; (3) member discipline; (4) member delinquency, including payment plan requests; (5) personnel matters; and/or (6) approval of Executive Session minutes.

2. HOMEOWNER FORUM

No homeowners present for the homeowner forum.

3. REPORTS

The following reports were reviewed and filed:

- A. Architectural Review
- B. Landscape Report – Landscape crew to be instructed to check all common area water meters for leak in the system on a weekly basis. Also, to treat for snails in the common area adjacent to homeowner’s back yards.
- C. Action List - Ongoing items are the writing off of two bad debts and to request reimbursement of legal collection costs from Sonata Maintenance Association, solicit for candidates and organize the Annual Board election and Membership meeting (summer, pending Covid restrictions), review of the San Marcos Landscape contract renewal, PCM to investigate/credit the Association \$265.00 for dues not collected in escrow with a 2020 sale of a home in the community, PCM to investigate/credit \$425.00 for violation letters which are covered by the management contract and have a maintenance man repair the concrete bench at the upper Inspiration Park.
- D. Welcome Committee – No report

E. Financial Report

4. CONSENT CALENDAR

Motion: Guth
Second: Abdollahi

Resolution: That the Consent Calendar items listed be approved/accepted as presented.

Ayes: Abdollahi, Guth, Gibbs, Cyrus
Nays: None

A. Financial Report – November 2020

It is Board policy to review the draft financial statements at each General Session Board Meeting. Associa-PCM has prepared and attached the most recent financial statements for review and acceptance by the Board.

The notable November 2020 highlights are as follows:

Operating Funds*	\$40,062.47
Reserve Funds	\$62,897.80
Accounts Receivable**	\$53,538.31
Prepaid Expenses	\$3,813.79
Other Current Assets	\$0.00
Total Assets	\$64,388.25
Total Liabilities	\$14,630.27
Current Year Net Income or (Loss)	(\$7,409.66)

*Reflects \$3,178.46 due from operating to reserves

**Included in the Accounts Receivable are three accounts that are in collections and allowance for doubtful accounts (if any). See the Delinquency Report for details. The December 2020 financials were provided at the meeting, however not in time for review at this time by the Board.

Resolution: That the November 2020 financial statements be accepted as presented subject to audit or review.

B. General Session Minutes – November 23, 2020

Resolution: That the General Session minutes dated November 23, 2020 be approved as presented.

5. UNFINISHED BUSINESS

6. NEW BUSINESS

A. Reserve Study and Audit proposals

Motion: Guth
Second: Cyrus

Resolution: to approve for Newman, CPA to complete the June 30, 2021 fiscal year end audit and tax filings for \$895.00 and for Intraspact to complete a Level Three Reserve Study for \$495.00.

Ayes: Guth, Gibbs, Abdollahi, Cyrus
Nays: None

7. REFERENCE MATERIAL (INFORMATIONAL ONLY)

The following reference materials were reviewed and filed:

- A. Annual Calendar
- B. Site Map

8. NEXT MEETING & SITE REVIEW

The next Meeting of the Sonata Single Family Homeowners Association Board of Directors is scheduled for Monday, March 22, 2021 at a location to be determined. Executive Session will begin at 6:30pm and General Session will follow at 7:00pm.

9. ADJOURNMENT

There being no further business to come before the board in General Session, the meeting was adjourned at 8:18pm.

Approved Date

Approval Signature

Printed Name