

**SONATA SINGLE FAMILY HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting**  
**Tuesday May 26, 2020, | Conference Call**  
**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 6:30pm. In accordance with California Civil Code, the agenda was posted at least four days prior to the meeting.

**DIRECTORS PRESENT**

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

**DIRECTORS ABSENT**

None

**ASSOCIA-PCM**

Jim Fraker, Senior Community Association Manager

**EXECUTIVE SESSION DISCLOSURE**

*An Executive Session Meeting will be held immediately following 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.

**3. REPORTS**

The following reports were reviewed and filed:

- A.** Architectural Review: It was noted several applications have recently been approved.
- B.** Landscape Report: The landscaper has recently applied snail bait. Weeds will be addressed on the slopes. Also, a proposal will be obtained to possibly haul away a deteriorating concrete table and benches at the upper Inspiration Lane Park.

**4. FINANCIALS**

The Board reviewed the January – April 2020 Financial statements. Jody Guth will provide follow up questions to be investigated by staff.

The notable April highlights are as follows:

Operating Funds*	\$59,972.02
Reserve Funds	\$59,741.76

Accounts Receivable**	\$50,033.34
Prepaid Expenses	\$1,902.05
Other Current Assets	\$0.00
<b>Total Assets</b>	<b>\$78,881.09</b>
<b>Total Liabilities</b>	<b>\$13,591.73</b>
<b>Current Year Net Income or (Loss)</b>	<b>\$7,324.93</b>

\*Reflects \$2,703.13 due to operating from reserves

\*\*Included in the Accounts Receivable are 4 accounts that are in collections and allowance for doubtful accounts (if any). See the Delinquency Report for details. It was noted Wells Fargo provides monthly reports only when there is activity in the account. As such, staff will confirm the monthly reserve payments are being made from the operating to the reserve (Wells Fargo) account.

**5. General Session Minutes – January 27, 2020**

Motion: Gibbs Second: Abdollahi

Resolution: That the General Session minutes dated January 27, 2020 be approved as presented.

Ayes: Cyrus; Abdollahi; Gibbs

Nays: None

Abstain: Guth (was not present at the meeting)

**6. ONGOING BUSINESS**

**A. Annual Election Rules**

Motion: Gibbs

Second: Cyrus

Resolution: to approve the draft Annual Election Operating Rules as presented by the Delphi Law firm with the exception of provision 5. d. which requires a candidate to be a member of the Association for at least one year.

Ayes: Cyrus, Abdollahi, Guth, Gibbs,

Nays: None

**B. Collection Costs**

The Board noted past discussion regarding Sonata Maintenance Association wanting to change the current contract with Sonata Single Family Homeowners Association regarding Sonata Maintenance Association's percentage of participation in collection costs for delinquent homeowners. Since Sonata Single Family Homeowners Association collects homeowner dues for Sonata Maintenance Association, the current contract stands without any changes. This matter is closed for any further discussions.

**C. Mailbox**

The Board noted a mailbox bumped early this year did not sustain any noticeable damage and as such, no further investigation needed.

**7. NEW BUSINESS**

**A. Tax filings/Audit Proposal**

Motion: Guth  
Second: Abdollahi

Resolution: To approve for Jeremy Newman, CPA to complete the June 30, 2020 fiscal year end tax filings and audit

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

**B. Budget 2020 - 2021**

Motion: Cyrus  
Second: Gibbs

Resolution: That the 2020 – 2021 budget, beginning July 1, 2020, be approved, with No changes in the Association dues, contingent upon changes provided to staff by Jody Guth, Board Treasurer. (Jody noted a question on the draft budget related to management charges for assessment billings).

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

**8. REFERENCE MATERIAL (INFORMATIONAL ONLY)**

The following reference materials were reviewed and filed:

A. Site Map

**9. NEXT MEETING & SITE REVIEW**

The next Meeting of the Sonata Single Family Association Board of Directors is scheduled for monday, July 27, 2020, via Conference Call at 6:30pm with the Executive Session to follow.

**10. ADJOURNMENT**

There being no further business to come before the board in General Session, the meeting was adjourned at 7:10pm to Executive Session.

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Approved Date

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Approval Signature

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Printed Name