

**SURFCREST TWO INCORPORATED HOMEOWNERS ASSOCIATION
GENERAL SESSION MINUTES OF AUGUST 22, 2018
A California Non-Profit, Mutual Benefit Corporation**

NOTICE TO THE MEMBERSHIP: Upon due notice given by way of monthly billing and posted 4 days in advance within the community, the General Session of the Surfcrest Two Incorporated Board of Directors was held at the HB Central Library.

DIRECTORS ATTENDANCE:

Gary Hill.....	President
Bob Herrera.....	Vice President
The Board.....	Treasurer
Susan Manson.....	Secretary
Mike Sudolsky.....	Member at Large
Vance Grosser.....	Member at Large

MGMT PRESENT: Becky Seifert..... GWPM Inc.

CALL TO ORDER: A quorum of directors being present, the Surfcrest Two Inc General Session meeting was called to order at 5:02 p.m. by President Gary Hill, upon completion of roll call.

HOMOWNERS FORUM: In accordance with the State Statute, the homeowners present were given an opportunity to address the Board of Directors.

Homeowners Present:
None

Topic of Discussion:
None

Directors Profile & Code of Conduct Documents
These items are in the management report for quick reference and retention.

ADMINISTRATIVE

MINUTES A motion was made, seconded and carried to approve the July 25, 2018, General Session Minutes.

EXECUTIVE Delinquencies were reviewed.

FINANCIAL MATTERS: Reviewed of the July 2018 Financial Report

A motion was made, seconded and carried that the Board review and approve, subject to audit review the financials of July 2018.

CD A motion was made, seconded and carried to approve the action to transfer funds from the Money Market account into a CD. The exact amount of the transfer will be determined after speaking with a banking consultant. Post note: management was directed to place \$30,000.00 into Raymond James account for a 3 month period and funds will be taken from the Copper/Down spout reserves.

MAINTENANCE

ELITE TERMITE A motion was made, seconded and carried to approve the Elite Termite Service Agreement dated August 8, 2018, in the amount of \$5,405.00, for a one year agreement.

DECKS A motion was made, seconded and carried to approve the Brooker and Associate contract in the amount of \$23,400.00, for repair to all decks on all units.

COMMITTEES Gutter – Project will begin in October
Roofs – Appointment was made
Continue efforts regarding writing violation letters

APPOINTMENT Roy Shaw was appointed as co-chair of the roof committee with Gary Hill Board President.

ARC No submittals

LANDSCAPE No issues

ADJOURNMENT: A motion was made, seconded, and carried to adjourn the Board of Directors meeting of the Surfcrest Two Inc. Homeowners Association at 6:27pm.

APPROVED: Gary Hill
President



Signature

**SECRETARY'S
CERTIFICATE:**

I, Vance Grosser acting Secretary of the Surfcrest Two Inc. Homeowners Association, do hereby certify under penalty of perjury that the attached is a true and correct copy of the Minutes of the


Vance Grosser
Acting Executive Secretary



Signature

9/26/18

Date