

**SURFCREST TWO INCORPORATED HOMEOWNERS ASSOCIATION
GENERAL SESSION MINUTES OF SEPTEMBER 26, 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 - Absent
The Board.....	Treasurer
Susan Manson.....	Secretary
Mike Sudolsky.....	Member at Large
Vance Grosser.....	Member at Large - Absent

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 5:00 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 August 22, 2018, General Session Minutes.

EXECUTIVE Delinquencies were reviewed.

FINANCIAL MATTERS: Reviewed of the August 2018 Financial Report

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

2019 BUDGET Place on the October agenda for review.

RESERVE STUDY Will be placed on the October agenda. Management is to forward all roof costs in 2018 to reserve company.

FIRST GENERAL Management to confirm if penalties will occur from removing CD funds at First General. If penalty are less than the potential gain in interest,

CD with Raymond James Board discussed moving all funds to Raymond James in a one year (1) staggered dates and amounts depending on banks requirements.

MAINTENANCE


COMMITTEES Gutter – Project will begin on October 15, 2018 for buildings 4 and 5. Each building will take approximately 1 month to complete
Roofs – No report
Decks – Brooker and Associates will begin deck repairs to all decks beginning October 1, 2018 and project will take approximately 2-3 days per building

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 5:57pm.

APPROVED: Gary Hill
President


Signature

**SECRETARY'S
CERTIFICATE:**

I, Susan Manson 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

Susan Manson
Acting Executive Secretary


Signature

10/24/18
Date