

**San Elijo Hills II Property Owners Association**

**September 16, 2024**

**Board of Directors General Meeting**

**Meeting held at 974 Santa Helena**

**Attendance**

Board of Directors

Ron Tinkham, President

Brian Coe, Vice President

Tina Tinkham, Director

Larry Alessio, Director

**Absent**

Steve Snow, Treasurer

Amy Sims, Member at Large

Vicki Smith, Director

**Management**

Kyle Merritt, Community Association Manager, Keystone Pacific; Recording Secretary

**Call to Order**

The meeting was called to order at 5:04 PM.

**Open Forum**

There were no homeowners in attendance.

**Minutes**

The Board unanimously approved the meeting minutes from the meeting held on August 19, 2024.

**Financials**

The Board reviewed and unanimously approved the August 2024 financial statements, bank statements, and bank reconciliations subject to year-end-review.

**Management Report**

The Board reviewed the Action Item List.

The Board reviewed the September community inspection report.

**Architectural**

No applications were submitted.

**Landscape**

The Board reviewed the Landscape, Work Order Schedule and Drive-Around reports.

The Board discussed community landscaping issues.

**Business**

The Board reviewed the inspector of election proposals submitted and unanimously approved the Elections Inspector proposal at \$400.00.

The Board reviewed the CC&R revision fees and contract from Epsten.

**Correspondence**

The Board reviewed any homeowner submitted correspondence, requests, or concerns.

**Adjournment**

The General Session meeting adjourned at 5:28 PM.

**Next Meeting**

The next meeting is scheduled for October 21, 2024 at 5:00 PM.

**BOARD CERTIFICATION AND APPROVAL OF MINUTES:**

*This is to certify that San Elijo Hills II Property Owners Association is a California Nonprofit Mutual Benefit Corporation; that the Board is duly constituted; has made all decisions based on reasonable investigation in good faith and with regard to the best interests of the community and its members; has exercised discretion within the scope of its authority under relevant statutes, covenants and restrictions in discharging its obligations; and hereby approve the authenticity of actions reported of this meeting.*

Respectfully Submitted:

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Kyle Merritt, Recording Secretary

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Board Signature