

**San Elijo Hills II Property Owners Association**

**November 18, 2024**

**Board of Directors General Meeting**

**Meeting held at 974 Santa Helena**

**Attendance**

Board of Directors

Ron Tinkham, President

Brian Coe, Vice President

Steve Snow, Treasurer

Amy Sims, Member at Large

Larry Alessio, Director

Tina Tinkham, Director

Vicki Smith, Director

**Management**

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

**Call to Order**

The meeting was called to order at 5:03 PM.

**Open Forum**

There were no homeowners in attendance.

**Minutes**

The Board unanimously approved the meeting minutes from the meeting held on October 21, 2024.

**Financials**

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

**Management Report**

The Board reviewed the Action Item List.

- The community website is to go live in 2025, and a homeowner email list is to be created.

The Board reviewed the 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.

The Board reviewed the Tree Report from Atlas Environmental Services. Additional bids are needed for the community tree trimmings.

**Business**

The Board reviewed and discussed the update for the CC&R revisions from Epsten, APC.

**Correspondence**

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

The Board reviewed the correspondence for the drainage issues from 736 Santa Victoria.

The Board unambiguously approved to reimburse the request from 1110 San Ricardo, not to exceed \$800.00.

**Adjournment**

The General Session meeting adjourned at 6:52 PM.

**Next Meeting**

The next meeting is scheduled for January 20, 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