

**Vida Pacifica Community Association**  
**BOARD OF DIRECTORS MEETING**  
**MINUTES**  
**September 22, 2016**

**I. CALL TO ORDER**

The September 22, 2016 Vida Pacifica Community Association Board of Directors meeting was called to order by President, Kelly Graeber at 5:50 p.m.

**II. OPEN FORUM**

No owners were present.

**III. ROLL CALL & CALL TO ORDER**

**Officers Present**

President	Kelly Graeber
Vice President	Scott Raider
Secretary	Erin Bishop
Treasurer	Christina Simokat
Director	Sebastien Page

Also in attendance was Managing Agent, Annette Imoto of CHAMPS, a Division of AAM, LLC.

**IV. MINUTES**

**A. Approval of the Board of Directors Meeting Minutes of August 25, 2016, prepared by CHAMPS/AAM, LLC.**

A motion was made, seconded and unanimously carried to approve the Board of Directors Meeting Minutes of August 25, 2016, prepared by CHAMPS/AAM, LLC, as submitted.

**V. FINANCIAL REPORT**

**A. Approval of Financial Statements and Bank Reconciliations for the period ending August 31, 2016, prepared by CHAMPS/AAM, LLC, subject to year-end review.**

A motion was made, seconded and unanimously carried to approve the August 31, 2016 financials and bank reconciliations, subject to year-end review.

**B. Delinquency Report & Attorney Status Report**

The delinquency and attorney status reports were reviewed and no action was necessary.

**VI. MANAGEMENT REPORT**

Annette Imoto gave the Management report and a copy was included in the meeting packet.

**VII. UNFINISHED BUSINESS**

**A. Approval of Proposal submitted by \_\_\_\_\_ to replace pool area lock system on gates and restrooms, for a cost of \$ \_\_\_\_\_, to be expensed to Reserves.**

A motion was made, seconded and unanimously carried to table this item pending Management inviting Clay McCarthy of Quality Lock to the October Board Meeting.

**VII. UNFINISHED BUSINESS (Cont'd)**

**B. Approval of proposal submitted by Cardiff Roofing to complete maintenance on the garage roofs, for a cost of \$8,000.00, to be expensed to Condo Reserves.**

A motion was made, seconded and unanimously carried to approve the proposal submitted by Cardiff Roofing to complete maintenance on the garage roofs, for a cost of \$8,000.00, to be expensed to Condo Reserves.

**C. Approval of proposal submitted by Cardiff Roofing to complete maintenance on the Condo roofs, for a cost of \$14,400.00, to be expensed to Condo Reserves.**

A motion was made, seconded and unanimously carried to approve the proposal submitted by Cardiff Roofing to complete maintenance on the Condo roofs, for a cost of \$14,400.00, to be expensed to Condo Reserves, subject to Cardiff Roofing completing the recommended scope of work at 1911 Azure at no additional charge.

**D. Review and approval of Urbach Roofing recommendations and proposal to clean and repair 1911 Azure Way's roof.**

A motion was made, seconded and unanimously carried to deny approval as this item is included in the approval above (VIII-C).

**VIII. NEW BUSINESS**

**A. Approval of proposal submitted by Michael J. Ferrara for preparation of the annual financial review and tax preparation for the year ending December 31, 2016, for a cost of \$2,670.00.**

A motion was made, seconded and unanimously carried to approve proposal submitted by Michael J. Ferrara for preparation of the annual financial review and tax preparation for the year ending December 31, 2016, for a cost of \$2,670.00.

**B. Approval of DRAFT Reserve Studies (Common, Patio, Condos) prepared by Michael J. Ferrara.**

A motion was made, seconded and unanimously carried to approve the DRAFT Reserve Studies (Common, Patio, Condos) prepared by Michael J. Ferrara.

**C. Review of owner comments and formal approval of addition to Architectural Guidelines concerning solar heating.**

A motion was made, seconded and unanimously carried to formally approve the addition to Architectural Guidelines concerning solar heating.

**IX. ANNOUNCEMENTS**

- A. The next meeting is scheduled to be held on Thursday, October 27, 2016, at 5:30 p.m. at 1911 Skyknoll Way.

**X. ADJOURNMENT**

- A. There being no further business, the Board Meeting adjourned at 6:30 p.m.

Approved: \_\_\_\_\_

Secretary