

**CANTERWOOD HOMEOWNERS ASSOCIATION**  
**APPROVED Minutes of the Board of Directors Meeting**  
**DECEMBER 19, 2017**

**1. Call to Order/determination of Quorum**

Meeting was called to order at 2:12pm

Board Members Present: Joe Jackowski, Sue Barrett, Ellen Hedglin, Russell Tanner, and John Flaherty.

Board Members Absent: Paul Gift

Also present: Carl Graf, Canterwood Resident  
Corinne Twiss, Canterwood Resident  
Meleanie Guerrero, Site Manager

**2.** Approval of the Minutes of the Board of Directors Meeting held November 21, 2017. *On a Motion made, seconded and unanimously passed the above Minutes were approved as submitted.*

**2A.** Minutes of the 2017 HOA Annual Meeting - This item will be TABLED until the next Board meeting.

**2B.** Approval of the Minutes of the Board of Directors Meeting held December 5, 2017. *On a Motion made, seconded and unanimously passed the above Minutes were approved as submitted.*

**3. Open Forum**

**A) Carl Graf - Unauthorized Tree Removal/Limbing Appeal:**

- Mr. Graf discussed the fines imposed upon his property and stated that the limbing was done for safety reasons.
- Mr. Graf also discussed the fines imposed for the tree limbing on common area.
- Mr. Graf feels that the fines imposed are not fair and all fines should be reversed.
- The Board requested that Mr. Graf write up a proposal of what he feels is a fair fine to impose. The Board will discuss once received.

**4. Site Managers Report**

**5. Actions Taken by the Board via Electronic Means since Last Board Meeting**

- A)** Approval of the Apply-A-Line proposal for speed bumps, stop bar painting, and RAB arrows) - *A Motion was made, seconded and passed to ratify this proposal.*
- B)** Approval of Holiday email to Canterwood residents - *A Motion was made, seconded and passed to ratify this proposal.*
- C)** Approval of Holiday Bonus for HOA staff and Security - *A Motion was made, seconded and passed to ratify this proposal.*

**6. President's Report**

- Joe Jackowski reported the following:
  - Met with Brent Cohen, CWGCC Manager. Brent has given Joe the Certificate of Liability for the Club.
  - The Club is close to having the final plan for the covered tennis courts.
  - It was suggested to Brent that he communicate with the residents regarding tree removal on the golf course.

7. **Committee Reports/minutes**

- A) Architectural Control Committee - No report
- B) Finance - No report
- C) Grounds - No report
- D) Security - No report
- E) Riding Club - No report
- F) Technology+Communication Committee - No report
- G) Physical Plant - No report
- H) Emergency Preparedness Committee - No report

8. **Treasurer's Report**

- A) i. The November 2017 Financial Statements were reviewed.
  - Continue to work on new CD with KeyBank
  - At the January 2018 meeting, the committee will go over the year end information
- ii. Delinquent accounts: No update
- iii. Allied Universal account: Treasurer John Flaherty stated that he is still working on the 2018 Security contract.

9. **Unfinished Business**

- A) **RV Lot Parking increase discussion: TABLE UNTIL NEXT MEETING**

10. **New Business**

- A) **Canterwood Development Co. - Lot #1:**
  - The Board will review documents presented by Russell Tanner and discuss via email.
  - The AdHoc/CDC Property Research Committee will also review documents.
  - The CDC Property Research Committee scope is to investigate, fact find, evaluate all alternatives and make recommendations to the HOA Board. This committee consists of the following members: Linda Cashman, Jay Zatzkin, Luellen Lucid, Gordon Wohlfeil and Bob Stockton.
- B) **Policy on Common Area: TABLE UNTIL NEXT MEETING:**
- C) **2018 Canterwood Committee Chairs:** The Board requested Site Manager to email current Committee chairs and find out who will be the 2018 Chairperson. This inquiry is according the Rotating Chair request the Board made in August 2017.
- D) **Question regarding other CWHOA's paying double dues:** This inquiry was brought up by the FFTH President Dale Bone. Sue Barrett will research the CC&R's of the FFTH. The Board suggested a letter be sent to Dale Bone once Sue has done research on their CC&R's.
- E) **2018 Meeting Calendar:** Calendar was reviewed.
- F) **Interview Request from Peninsula Gateway:** President Joe Jackowski is reviewing and preparing to respond to email request.

11. **Adjournment**

- Joe Jackowski left meeting at 3:15pm
- Sue Barrett stated she will not be able to attend or call in to the January 2018 Board meeting
- John Flaherty stated he will be gone in February
- Meeting was adjourned at 4:15PM
- Next meeting is scheduled for Tuesday, January 23, 2018