

**TU CASA HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
November 14, 2024
REGULAR MEETING MINUTES**

BOARD MEMBERS PRESENT

Keyur Nagrik	President
Linda Shafer	Treasurer
Kevin McAllister	Vice President (attended half the meeting)
Kathleen Rohan	Secretary
Paul Tecker	Member at Large

BOARD MEMBERS ABSENT

None

ALSO PRESENT:

Amanda Upchurch Community Association Manager
Homeowners from Units: Unit 1 Mo Nowell, Unit 18 Pat & Don Gilliland, Unit 9 Dean Rohan

CALL TO ORDER:

The Meeting was called to order at 5:37 P.M. and was held at the Community Clubhouse.

MEETING MINUTES:

Upon a motion duly made, seconded and unanimously carried, the Board approved the October 24, 2024 Meeting Minutes upon correction(s); "The Board approved the DRAFT 2024 Annual Meeting Minutes to hold for member approval at the 2025 Annual Meeting."

COMMITTEE REPORTS:

A. Rules Committee

a. **City of Carlsbad-Smoking Ban**

i. Board and Rules Committee to review City of Carlsbad's smoking/vaping ban ordinance going into effect January 1, 2024 and then hold a special meeting within next few weeks to decide how to incorporate that in Tu Casa's Rules and Regs.

b. **BBQ's on Patio**

i. 19 Units Inspected to-date. Findings: 2 units have BBQs that need to be removed, 2 Units have deck soft spots, 2 units needs minor tightening of railings (either at wall or in deck). Amanda to notify remaining units (2, 4, 5, 6, 10, 13, 14, 21, 28, 29 & 30) they must have their unit available for the make-up inspection on Nov 23rd or schedule a make up date with the Board prior to Nov 23rd.

c. **Clubhouse waiver and Form**

i. Upon a motion duly made, seconded and unanimously carried, the Board approved the President's draft of the Clubhouse Liability / Waiver form and requested the Rules Committee incorporate use of the form into our Rules and Regs

d. **Security Cameras**

i. Board confirmed the process and protocol was finalized and posted on our website. Board also requested Don Gilliland be added on our website as part of the Security Camera sub-committee and thanked Don for his help working with Gary to maintain the batteries

e. **Water Shut-Off Rule**

i. The Board agreed to a minor change to Rule 1.2 so we do not impact our Janitor or Landscaper's schedules. Paul will adjust the Rule's verbiage to add under Shutting off the water main for regular maintenance, repairs, or remodeling **the owner must receive email approval from management 48 hours in advance.**

B. Maintenance Committee

a. **Balcony Inspections**

- i. 19 Units Inspected to-date. Findings: Two units have deck soft spots (20 and 27), One unit needs spot termite treatment (16), Two units need handyman to secure railing at East side of stucco wall (7 and 15), One unit need request handyman advise if he can tighten railings better at base.
 - b. **HOA Community Solar Installation & garage Re-Wiring to Individual Unit Meters**
 - i. Keyur is working on financing for HOA common area solar and has meeting with lender on Monday.
 - c. **Bid- All-Clean Window**
 - i. Upon a motion duly made, seconded and unanimously carried, the Board approved \$1,500 bid from All-Clean Window Cleaning to power wash driveways/pavers, walkways & clean glass wall fence. Kathleen and Dean agreed to do pre and post inspection.
 - d. **24-Hour Elevator Bid (4,090) to repair door sill in lobby elevator**
 - i. Tabled
- C. Landscape Committee
- a. **Homeowner Request /Remove Tree**
 - i. Homeowner sent letter but didn't attend meeting to discuss. Board requested Management advise homeowner our next meeting is January 16th and this can be again added to the Agenda if he confirms he plans to attend to discuss.
 - b. **Trim & Remove flower pods from two king palms in cul-de-sac**
 - i. Upon a motion duly made, seconded and unanimously carried, the Board authorized Linda to tip our gardener \$20 cash if he is able to cut the flower pods on two king palms this next week. If not, will continue to try to schedule with Hernandez Tree Service.
- D. Communications Committee
- a. No update

NEW BUSINESS

- A. Fitness Center**
 - a. Board welcomed offer from tenant in Unit 3 to donate a Smith Machine to the HOA's Fitness Center. Amanda will email the Board's response to the tenant.
- B. CTA (Corporate Transparency Act) & BOI(Beneficial Ownership Information)**
 - a. Upon a motion made duly made, seconded and unanimously carried, the Board approved using either Natalie with CTA Review or our CPA or Lawyer to do the initial filing for an expense not to exceed \$300. Filing must be completed before 12/31/2024. Amanda will add this filing requirement now to our Annual Organizational Meeting Agenda since this form needs to be completed again within 30 days of any change in our Board.
- C. Assessment Discussion/ % Per Sq. Footage**
 - a. President to work on communication to request vote from membership based on re-allocating the dues to more equitably represent the common area expense/insurance payout for the 6 units with larger living space.
- D. Review Monthly Financials**
 - a. Not available due to Management new software switch.

OVERVIEW OF EXECUTIVE MEETING:

The Board reviewed delinquencies, disciplinary actions and approved the Executive Meeting Minutes from the prior meeting.

NEXT MEETING DATE:

Scheduled for January 16, 2025

ADJOURNMENT:

Upon a Motion made, seconded, and carried, it was:

RESOLVED; to approve adjourning the Regular Meeting at 7:20 p.m.

Approve: _____

Date: _____