

**Tu Casa Homeowners Association
General Session Board Meeting Minutes
Community Clubhouse
October 23, 2025**

**NOTICE OF
MEETING:**

Upon due notice given and received, a general meeting of the Tu Casa Homeowners Association was held on October 23, 2025, at the time of 5:30p.m. 4747 Marina Drive, Carlsbad, CA 92008.

ATTENDANCE:

Directors Present:	Linda Shafer	President
	Kathleen Rohan	Vice-President
	Paul Tecker	Treasurer
	Linda Currie	Secretary
	Keith Cowles	Director at Large

Directors Absent: None

Other Present: Kelley Kestler-Pleas, Community Manager, Property Advantage.

CALL TO ORDER:

The meeting was called to order at 5:32 PM. by Board President, Linda Shafer.

**EXECUTIVE SESSION
DISCLOSURE:**

Immediately preceding the general session, the Board met in the executive session to approve the September 11, 2025, meeting minutes, discuss collections, member discipline, homeowner correspondence, and legal matters.

OPEN FORUM:

Time was set aside for any homeowners in attendance to voice any comments or concerns. There were 7 homeowners present.

MINUTES:

Upon a motion duly made, seconded, and unanimously carried, the Board approved the September 11 2025, General Session meeting minutes as with a minor correction.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the September 11, 2025 Organizational meeting minutes as submitted.

**FINANCIAL
REPORT:**

Upon a motion duly made, seconded, and unanimously carried, the Board approved the September 2025 financials, subject to the auditor's year-end review.

2024-2025 Financial Review and Tax Return: Upon a motion duly made, seconded, and unanimously carried, the Board approved the 2024-2025 Financial Review and Tax Returns prepared by Beck CPA.

Transfer Operating to Reserve: Upon a motion duly made, seconded, and unanimously carried, the Board approved the transfer of \$14,000 from the Associations operating account to the reserve account based on additional income identified in the 2024-2025 Financial Review014

Lien: Upon a motion duly made, seconded, and unanimously carried the Board approved to begin the foreclosure process placing a lien on account ending 22908 for delinquent assessments.

OLD BUSINESS:

Locking elevated level access:

A motion was made to remove the door stop on the Lobby door. The motion failed for lack of a second.

NEW BUSINESS:

Special Assessment-Roof: The ballots were opened, counted and tabulated by the independent inspector of elections, Maureen Nowell. The tabulated results were: 15 votes in favor; 3 votes opposed; 1 abstentions due to not signing the outside of the envelope. The inspector certified the results.

Upon certification by the Inspector of Elections, a motion was duly made and seconded to levy a Special Assessment in the amount of \$2,500 per unit to fund the roof repair and maintenance projects. The motion carried and the Special Assessment was approved.

BCPOA Proxy for Annual 2025 Meeting: Upon a motion duly made, seconded, and unanimously carried, the Board approved authorizing a proxy to Rick Ryburg for the purpose of assisting in meeting quorum for the Bristol Cover Master Association Annual Meeting.

Roof Maintenance Proposal: The Board table the roof maintenance proposal for the November 20, 2025, meeting.

DATE OF NEXT MEETING:

The next Board of Directors general meeting will be held on November 20, 2025, at the community clubhouse.

ADJOURNMENT:

With no further business to come before the Board, the meeting was adjourned at 6:17p.m.

Attest: _____ Date:_____