

Point Loma Tennis Club
Board of Directors Meeting Minutes
March 27, 2018

The meeting was called to order at 6:13 pm in the Association Club House and a quorum established.

Directors Present: Bill Scarfia, President
Laurie Rennie, Vice President
Valerie Hume, Treasurer
Lorenza Rivero, Secretary
Eileen Robinson, Director
Alessandra Rocha, Director

Directors Absent: Tina Padilla, Director

President's Remarks – The Maintenance staff has processed 63 work orders during the month of January and February.

Announcements – Announcements will be a new Agenda topic where owners or Board Members can share information. Director Hume was wished a Happy Birthday for Monday, April 2, 2018.

Homeowners Comments – The owner of unit 60 requested a variance for a roll down shade for his balcony. The screen is high quality and upgrades the look of the balcony. It was unanimously agreed to approve the variance as requested and to use the screen information as an option for others looking for a roll down shade.

Lots of maintenance is being done the lights in the large green belt are being painted have been painted and things are looking good.

A theft plate need to be put on the new gates individual are opening them with credit cards.

Committee Reports

Landscape – The Committee didn't meet this month but things continue to move forward. The renovation of 2628 has been tabled until the maintenance work is completed and 2632 will be done in its place. Director Scarfia moved with Director Rennie seconding to proceed with the renovation of 2632 Worden at a cost of \$9,875.00. The motion passed unanimously.

Maintenance – The Committees next meeting will be in April. Many of the scheduled projects have been completed.

Communications – There was no meeting in February. Flyers encouraging volunteers for the committee were handed out at the recent Easter event that was very well attended. The Social and Communications Committee are soliciting recommendations for additional uses for the tennis court that are currently being used for general recreation.

Social – The next social event will be a pool party for Memorial Day. Full Belly Barbecue will provide a full selection of menu items. The Committee is currently looking for DJ volunteers. More information will be distributed in advance of the event.

Managers Report - The building renovation work continues in 3892 Valeta. Beams have replaced on units 214 unit 60. Balconies have been repaired on units 84 and 60.

Review Minutes – The February 27, 2018 Board of Directors Meeting Minutes were reviewed. Director Rennie moved with Director Rocha seconding to approve the minutes as submitted. The motion passed unanimously.

Review Financial Report – Account balances as of February 28, 2018: Total Operating \$54,652.67, Total Reserve Funds \$519,540.62, Total Bank Accounts \$574,193.29, Total Account Receivable \$22,186.13, Total Current Assets \$596,379.42, Total Accounts Payable \$54,738.17, Total Liabilities \$54,738.17, Total Equity \$541,641.25, Total Liabilities & Equity \$596,379.42. Director Rocha moved with Director Hume seconding to approve the February Financial Report as submitted. The motion passed unanimously.

New Business

Landscape Renovation 2632 Worden – The next landscape renovation is the second half of 2632 Worden. Weststar Landscape has submitted an estimate of \$9,875.00 to complete the project. It was noted that \$9,000.00 of the \$18,000.00 renovation budget has been spent and additional funding for future projects to be completed in 2018 will need to be funded by reserves. It was unanimously agreed to move forward with the renovation at 2632 Worden at a cost of \$9,875.00.

Management to submit a reserve funding plan with a time line for the remainder of the landscape renovation and other pending reserve projects listed below.

Management to institute a monthly fee of \$10.00 for use of PLTC lockers in men's and women's clubhouse areas and develop a plan for collection.

Management to charge \$100.00 “move in” fees for each new occupant, as soon as possible and work out details for notification implementation and collection.

Management to source a bid for Clubhouse interior upgrades/renovation. Prefer to schedule in 2019 after structural renovations and landscaping projects completed.

Management to source a plan to institute a “keycard” system for Clubhouse use.

Homeowner Comments – None

There being no further business the Meeting was adjourned at 6:50 pm.