

## **SMPOA Meeting Minutes December 13, 2022**

### **OPENING**

President Seth Fonti called the meeting to order at 7:30 pm. via ZOOM.

### **PRESENT**

The following Board members were also in attendance: Vice President, Howard Gould; Architectural Committee Chair, Mark Stoeckinger; Treasurer, Rachael Klein; Website Manager Arthur Chan and Norm Dupont. Also, in attendance was: Parliamentarian Rick Silver. Absent were Secretary, Desa Stoeckinger and Kristina Pabst.

### **NEW BUSINESS** - Seth Fonti

- Martin Legowiecki resigned from the Board on November 16, 2022
- Rachael Klein made a motion to approve the November minutes and it was seconded by Howard Gould.
- A schedule of upcoming meeting was discussed by the board and will be posted on the website.

#### **Meeting Schedule For 2023:**

- Tuesday, January 10<sup>th</sup>, 7:30PM
- Tuesday, February 7<sup>th</sup>, 7:30PM
- Tuesday, March 14<sup>th</sup>, 7:30PM
- Tuesday, April 11<sup>th</sup>, 7:30PM
- Tuesday, May 9<sup>th</sup>, 7:30PM
- Tuesday, June 6<sup>th</sup>, 7:30PM

### **Annual Meeting**

- **Target Weekend of June 10<sup>th</sup>**
- Launch communication to community on candidates and process in April
  - Existing board candidates notify intent to run by March 23

- Venue or online to be determined based on working group feedback
- Kristina and Rachael to Chair

#### **Expectations for Required Deliverable Timing**

- Board Minutes – Post to Website within 7 days of meeting (including approval by board)
- Monthly Message – Target posting a week following Board meeting.
  - Rachael Klein suggested printing out the Message on a quarterly basis and keeping the monthly President’s Message and A/C Report online.
  - Rick Silver suggests keeping it digitally but recruiting another resident to post it monthly.
  - Arthur Chan said that deadlines can be set to give Board members a date to add their reports directly.

#### **Focus Areas, Goals and Deliverables for Second Half**

- AC Committee & Process Enhancements – Mark, Glen, Arthur
- Annual Meeting Preparation – Kristina, Rachael
- CC&R Committee Launch (target 1<sup>st</sup> meeting by 1/15) – Norm, Howard
- Flock PVE Engagement – Seth
- D&O Insurance Negotiation – Seth
- Past Due Dues Collection – Rick, Seth
- Website Enhancements - Arthur

### **COMMITTEE REPORTS**

#### **Treasurer’s Report - Rachael Klein**

- Sales from the merchandise that Arthur Chan sold at the block party was a big financial success.

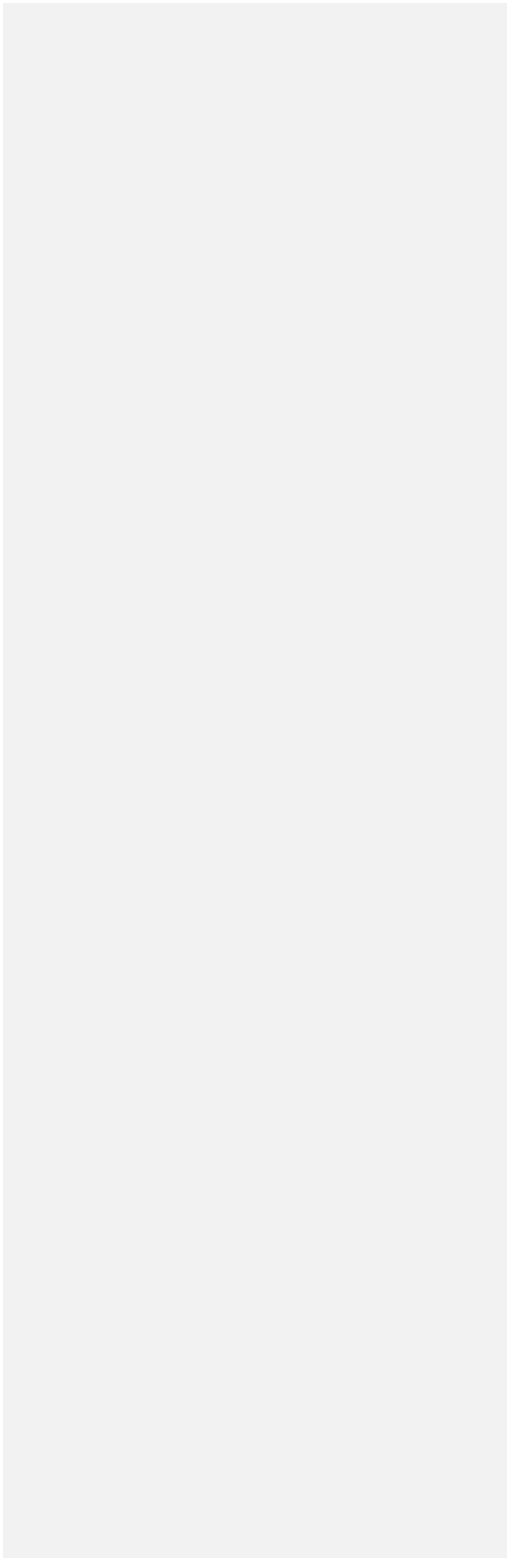
## Summary of Financials:

Summary SMPOA Financials for November 2022	
Banc of CA (BCA) — Business Checking	\$ 27,188
Stifel Investment	\$ 367,318
<b>TOTAL SMPOA ASSETS</b>	<b>\$ 394,506</b>
Block Party Donations	\$ 3,197
Dues	\$ 1,300
Merchandise Revenue	\$ 2,579
Other Block Party Revenue (Burgers, Ice Cream, Raffle)	\$ 371
<b>TOTAL REVENUE</b>	<b>\$ 7,447</b>
Transaction Charges: QuickBooks/VENMO Fees	\$ 16
In N Out	\$ 2,504
King Kone	\$ 887
<b>TOTAL EXPENSES</b>	<b>\$ 3,406</b>
<b>NET OPERATING INCOME</b>	<b>\$ 4,041</b>
<b>Stifel Investment Portfolio Activity</b>	
Income & Distributions	\$ 1,324
Unrealized Gain/Loss	\$ 2,983
<b>NET CHANGE IN STIFEL PORTFOLIO</b>	<b>\$ 4,307</b>

- Net Operating Income for November 2022 was net positive **\$4,041** as a result of Block Party revenue dues, and merchandise sales.
- Other upcoming expenses: Tax review with accountant, merchandise cost of goods (1,980) and Flock cameras.
- Venmo was a viable form of payment at the block party and will be considered as a tool for residents to pay dues.
- Billing for 2023 will occur soon and methods to streamline the billing process and leverage Venmo to be included in the invoice are being explored.

- Howard Gould suggested it is an optimal time to raise dues at billing time and is necessary considering the major increase in the SMPOA's insurance costs.
- Seth agreed that core inflationary pressure combined with significant insurance costs and added demand from community to mitigate crime makes this the right time to assess a modest increase on an already modest base
- Seth suggested making past due balance collection a priority and exploring all possible avenues inside the existing bylaws and CC&Rs to ensure compliance.
- Arthur Chan suggested that a Venmo link and a QR code be placed on the website to make paying dues easier for residents.
- Norm Dupont referred to Article VII of the Bylaws which states that, *Dues shall be assessed by the Board in amounts that may be deemed appropriate per year for residents / owner.*
- Rachael Klein made a motion to approve raising dues to \$125 annually. The motion was seconded by Howard Gould and the Board voted unanimously raise the dues to \$125.

**Summary of Block Party Financials (estimate):**



BLOCK PARTY NET SEPTEMBER		(535)
BLOCK PARTY NET OCTOBER		3,189
 <i><u>PENDING BLOCK PARTY REVENUE</u></i>		
CHECKS DEPOSITED IN NOV		100
ON SITE CASH		787
ON SITE CHECKS (DONATIONS & DUES)	✓	1,421
OTHER CHECKS		140
VENMO		3,605
BLANCO RECEIVABLE		1,000
<b>TOTAL BLOCK PARTY REMAINING REVENUE</b>		<b>7,053</b>
 <i><u>PENDING BLOCK PARTY EXPENSES</u></i>		
BLOCK PARTY SUNSET MESA MERCHANDISE	✓	1,980
BLOCK PARTY IN N OUT TRUE UP		2,504
BLOCK PARTY KING KONE TRUE UP	✓	887
<b>TOTAL BLOCK PARTY REMAINING EXPENSE</b>		<b>5,371</b>
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<b>NET PENDING</b>		<b>1,681</b>
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TOTAL BLOCK PARTY EARNINGS	\$	4,335

### **Architectural Committee - Mark Stoeckinger**

Visits for December 10th, 2022 included the following members: Mark Stoeckinger; John Ransler; Seth Fonti; Len Ovsiowitz; Abbas Satrap and Sam Patel.

- 18335 Clifftop Way- the proposed construction of extending the front room was approved.
- 18409 Kingsport - Story poles are up for solar panels which are approved.

Mark discussed ways to streamline the A/C paperwork process, and help is needed. Seth and Mark agreed to form a small working group with members

of Board and AC committee to discuss potential enhancements, simplification and any financial resources required to do so.

### **Website Manager - Arthur Chan**

- Donors are posted in the Mesa-ge online
- Arthur discussed the homepage and suggested putting the news of Flock camera installation on the homepage.
- Arthur has ordered more of the popular Sunset Mesa hats to be sold to residents through the website for \$30.
- A method of emailing the newsletter is being explored.

### **Update on Flock Cameras and Security - Seth Fonti**

- Flock camera has been installed in strategically prominent location at entrance of the neighborhood.
- Seth is in process of drafting Policies & Procedures as it relates to the Flock Camera.
- Once Policies & Procedures are finalized and approved by the Board, the camera and technology will be another tool in our crime mitigation toolkit.
- Seth will communicate with PVE HOA on potential for them to explore adding a camera on the existing pole – which would be funded by their HOA or privately from group of homeowners.

**Commented [MOU1]:** I suggest using the full name: "Pacific View Estates" HOA. Otherwise, someone might not understand the acronym PVE.

### **NEXT MEETING**

The next Board of Directors meeting will be held on Tuesday, January 10th at 7:30 p.m. via Zoom.

### **ADJOURNMENT**

President Seth Fonti adjourned the meeting at 8:23 p.m. and the board entered into an executive session. The executive session focused on one current litigation matter: Alex Filler, et. al. v. Sunset Mesa Property Owners Association (pending in Superior Court for the County of Los Angeles).

**Commented [MOU2]:** My. Suggested addition..

**Minutes Submitted by:** Desa Stoeckinger, Secretary