

SMPOA Meeting Minutes

October 4, 2021

OPENING

Vice President Howard Gould called the meeting to order at 7:30pm. via ZOOM.

PRESENT

The following Board members were in attendance: Vice President, Howard Gould; Paulette Silver; Treasurer, Imad Bitar; Architectural Committee Chair, Mark Stoeckinger; Albert Chang; Ed Weitzer; Martin Legowiecki and Secretary, Desa Stoeckinger. Also, in attendance was Parliamentarian Rick Silver, Resident Bryan Ney, and SMPOA Tax Accountant Steve Vogel. Absent was President Jon Cherkas

Guest Speaker: Steve Vogel, SMPOA Tax Accountant

Steve Vogel advised us on the issue of having an outside accountant review the SMPOA financial records on a regular basis. Alternatively he recommended setting up a segregation of duties where one member of the board without access to assets checks the treasurer's records. Steve could assist us on developing a "List of Procedures" which can be done internally. He will provide the name of an outside CPA with non-profit qualifications to discuss our options.

Imad explained the account statements and reporting procedures already in place, and that there are two board members who have check writing privileges, himself and Ed Weitzer. Ed's privileges will eventually be transferred to our new president Jon Cherkas.

The board will review the information and report the findings next month.

Guest Speaker: Bryan Ney, Resident

Bryan reported on the continued erosion on the shoulder of PCH at Coastline between the bus stop and drainage pipe. He has been in touch with Sheila Kuehl's office who has forwarded the information to Cal Trans. The concern is that the whole shoulder will wash out soon with a rainstorm. Cal Trans says they are working on it diligently but reports are that funding is minimal. The Malibu Times reported that a large sea wall is being built by Cal Trans near Sycamore Canyon but no plans have been communicated for preventing more erosion at PCH and Coastline. Bryan's opinion is that large rocks that were placed to protect the erosion around the now Maestros area in the 1990's be done here as well. He is looking for any help to pressure Cal Trans to address the matter soon. Major traffic problems will occur if PCH is down to one lane, or blocked entirely as a result of the breakage. The mayor of Malibu is aware of the issue but confirmation of the solution and the timeline is unknown.

Rick Silver confirmed Bryan's observations and the extreme evolution of the erosion that has occurred. The board suggested that Bryan be our neighborhood

spokesperson and to submit information and his photos to neighboring HOA's and community resources. Rick Silver suggested that Tessa Charnofsky, District Director for Sheila Kuehl's office be contacted on the matter. Bryan agreed to champion this issue with the board's support.

COMMITTEE REPORTS

Treasurer Report - Imad Bitar

Summary SMPOA Financials for M/E September 2021

TOTAL SMPOA ASSETS	\$ 386,440.92
Banc of CA (BCA) – Business Checking	\$ 20,092.93
Stifel Investment	\$ 366,347.99
NET CHANGE IN STIFEL PORTFOLIO	\$ 957.94
Income & Distributions	\$ 2,361.34
Change in Securities Value	\$ (1,403.40)
TOTAL CREDITS (Banc of California)	\$ 1,350.00
Deposit – Dues & Document Fees	\$ 1,350.00
TOTAL DEBITS (Banc of California)	\$ 696.07
QuickBooks Consulting	\$ 615.00
Endorsement Stamp for Bank Checks	\$ 52.82
INTUIT Fees	\$ 28.25
NET OPERATING INCOME	\$ 1,611.87

Summary of Financials:

- September M/E bank Credits: 3 credits for Dues and Advertisement Fees collected
- September M/E bank Debits: multiple debits (6) for miscellaneous expenditures as shown with similar debits combined
- Net Operating Income for M/E September is positive with credits exceeding debits

QuickBooks:

- Several under \$5 outstanding homeowners dues have been corrected (few more remaining)

Several escrow Demand Letters have been processed

- Issue with RidgeGate Escrow (closed escrow without collecting outstanding dues & paying Documents Fee). I have informed the escrow officer that she didn't perform her due diligence and must collect the outstanding amount of \$1,150 (\$700 of outstanding dues and \$450 for Documents Fee).
- Resent outstanding invoices to the advertisers and informed them of the new Board policy (suspension of the Mesa-Ge ads if their account is not cleared in a timely fashion).
- Moving forward advertisers will be invoiced 4-months in advance. If not settled within 30 days, their advertisements will be suspended from the Mesa-Ge.
- Preparing advertisement invoices for the period Oct. thru Jan. to be emailed this week.

Architectural Committee - Mark Stoeckinger

Four Site Visits on October 2nd, 2021

1. 18432 Wakecrest Drive - Solar Panel Review approved.
2. 3543 Shoreheights Drive - OVI confirmed from 3601 Shoreheights for a portion of the proposed wall and exceeds the height limit.
3. 3530 Shoreheights Drive - OVI confirmed from four addresses: 3524 Shoreheights; 3540 Shoreheights; 3619 Seahorn and 3619 Seahorn due to foliage. Owner will contact neighbors directly.
4. 3719 Seahorn Drive - Solar panel and roof replacement create no OVI.

Mark emphasized the importance of neighbors approaching each other first requesting trimming foliage because of OVI's before filing a report to the A/C committee. A reminder of this will be posted in the Sunset Mesa-ge and or the website.

Emergency Preparedness Committee - Rick Silver

The next meeting will be held on Wednesday October 6th 2021. Among other matters further discussion will be held regarding the acquisition of two-way radios for our community to use in the event of an emergency.

NEW BUSINESS

Imad Bitar raised the issue of our email system efficiency. If we create separate emails for the Treasurer and President (the A/C committee already has a separate email), the system would be streamlined without as much redundancy. The email addresses are published every month in the Sunset Mesa-ge and on the website. We will revisit this issue at November's meeting due to the absence of board president Jon Cherkas.

Imad Bitar suggested that instructions for escrow demands be added to the website, and will report this matter at the November meeting.

NEXT MEETING

The next Board of Directors meeting will be held on Monday, November 8th at 7:30 p.m. via Zoom.

The final Board of Directors meeting for 2021 will be held on Monday, December 6th at 7:30p.m.

ADJOURNMENT

Vice President Howard Gould adjourned the meeting at 8:31 p.m. and the board entered into an executive session.

Minutes Submitted by:

Desa Stoeckinger

Secretary