

**CANYON VIEW MAINTENANCE ASSOCIATION  
GENERAL SESSION MEETING MINUTES  
JANUARY 13, 2004**

**BOARD MEMBERS PRESENT:** Dan Chmielewski  
Ted Dickerson  
Dave Frazer  
Renee Shaffar  
Suzanne Zaffino

**ABSENT:** None

**MANAGEMENT REPRESENTATIVE PRESENT:** Holly Guerin

**CALL TO ORDER:**

The meeting was called to order at 5:39 P.M., at 15 Bristlecone.

**HOMEOWNER DISCUSSION:**

No homeowners were present.

**APPROVAL OF MEETING MINUTES:**

A motion was made, seconded and carried to approve the November 11, 2003 General Session meeting minutes.

**TREASURER'S REPORT:**

1. A motion was made, seconded and carried to accept the October 31, 2003 and the November 30, 2003 Financial Statements as submitted.
2. A motion was made, seconded and carried to reinvest \$16,557.86 from the Fremont Investment and Loan CD maturing 2/7/04 into a one-year CD at the best rate available.
3. A motion was made, seconded and carried to reinvest \$31,904.66 from the Fremont Investment and Loan CD maturing 2/27/04 into a one-year CD at the best rate available.

**LANDSCAPE COMMITTEE**

Suzanne Zaffino along with the Board of Directors discussed water usage, plant replacement and slope standards.

**SOCIAL COMMITTEE**

No Report

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**UNFINISHED BUSINESS**

1. Brick Samples – The Board tabled a decision to choose a brick sample for the gate kiosk project until the landscape walk on January 21, 2004, where the Board members present could see the bricks in daylight.
2. Gate Embellishment Proposals – The Board tabled a decision to enhance the gates. The Board requested Management invite B & C Welding and Fence Menders to the next meeting to pitch additional gate ideas to the Board.

**NEW BUSINESS**

1. Budget – A motion was made, seconded and carried to approve the Association budget in which assessments will remain at \$50.00 per month per owner.
2. Equity Transfer to Reserves – A motion was made, seconded and carried to transfer \$13,980.00 of the Association’s equity into their reserves.
3. Management Fee Increase – The Board tabled a decision to increase the Management Fee 3% until they could obtain additional information pertaining to the request and obtain two addition bids for management companies for comparison purposes.
4. Landscape Proposals – The Board made the following decisions on landscape proposals provided by Dan’s Landscape:

<i>Location</i>	<i>Project</i>	<i>Cost</i>	<i>Approved</i>
18 Wedgewood	Remove Bouganvillea & Geraniums & replace with trees and plants and mulch	\$983.50	Yes
Across from 8 Silver Oak	Install 12 one gallon Day lilies and remove geraniums	\$72.00	Yes
28 Whispering Pine	Plant 1 15 gallon Cinn. Camphor	\$60.00	Yes
23 Candlewood	Plant 135 Carissa	\$810.00	Yes
23 Candlewood	Plant 8 Raphs	\$132.00	No

5. Web Site Development – The Board discussed having an Association Web site. The Board agreed to obtain a bid from a homeowner who designs web sites.
6. Reimbursement Request from 30 Bristlecone – The Board tabled a decision to reimburse the owner. They requested Management send the owner a letter requesting more information.

**ITEMS DISCUSSED NOT ON THE AGENDA**

1. Day Lily Installation – A motion was made, seconded and carried to install 48 one gallon day lilies in mixed colors across from the 8 Silver Oak slope at a cost of \$288.00 contingent upon modification of the sprinkler system to support the plant material.

**NEXT MEETING DATE**

The date of the next meeting of the Board is March 9, 2004 at 5:30 p.m. at 40 Straw Flower, Irvine, California.

**ADJOURNMENT**

General Session was adjourned at 7:31 p.m. to Executive Session to approve minutes.

ATTEST: \_\_\_\_\_ DATE: \_\_\_\_\_