

**RIVIERA GARDENS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
February 22 2024
MINUTES**

Upon proper notice duly given, a meeting of the Board of Directors of the Riviera Gardens Homeowners Association was held on the date stated above, at 10:00 a.m. via teleconference. A quorum of members was present, and business was conducted as outlined herein.

MEMBERS PRESENT:

Deirdrie Wade	President
(Randall) Scott Daniels	Vice-President
J.D Baker	Director

ALSO PRESENT:

Mel Kuppinger, Community Manager representing Powerstone Property Management

CALL TO ORDER:

President Wade called the meeting to order at 10:03 a.m.

EXECUTIVE SESSION DISCLOSURE: The Board of Directors met in an Executive Session prior to this meeting to discuss contracts, legal, delinquencies, and disciplinary.

ELECTION OF OFFICERS: Due to the resignations by Mike Tull and Jim Busch effective 02/15/2024 the office of Treasurer and Secretary must be filled. Board members Dede Wade, JD Baker, and Scott Daniels accepted the resignations. Dede Wade motioned to elect JD Baker to the office of Treasurer. With a second by Scott Daniels and a roll call vote the motion carried unanimously. Dede Wade motioned to elect Scott Daniels to the office of Secretary. With a second by JD Baker and a roll call vote the motion carried unanimously.

SECRETARY'S REPORT:

The Board reviewed the January 25, 2024 minutes. JD Baker motioned to approve the January 25, 2024 General Session meeting minutes. With a second by Dede Wade and a roll call vote the motion carried unanimously.

TREASURER'S REPORT:

The January 2024 financials were not available so the Treasurers Report was tabled.

COMMITTEE REPORTS –

- **Landscape Committee** – Community Manager, Mel Kuppinger gave an update on the Community Landscaping. Pro Landscaping continues to do a good job. Tree trimming has been completed. Five work orders were submitted to Pro and were completed in 24 hours. Pro turned in two proposals. One for Olive tree spraying. Dede Wade motioned to approve the proposal for Olive tree trimming at a cost of \$3,384. With a second by Scott Daniels and a roll call vote the motion carried unanimously. The second proposal was for fertilizing 21 Citrus Trees. This proposal was tabled.

- **Social Committee** – Donna Asbury provided the report for the Social Committee. The report is attached to the minutes.
- **Planning and Implementation Committee** – Paul Roggenkamp and Scott Fleming gave reports for the committee. The report is attached to the minutes. At the end of the report Paul Roggenkamp announced that all members of the committee were resigning, effectively immediately.
- **Architectural & Compliance Committee** – Ric Barnes Provided the report. No requests were submitted since the January meeting. Ric requesting a meeting with the Community Manager to review the forms that are being used.

OLD BUSINESS

Building 21 Fire update – Community Manager, Mel Kuppinger gave an overview of the progress on Building 21. Pacific Coast is exactly on schedule with their timeline for completion and a report will be going out to the owners. Another visit to Building 21 will happen next week.

NEW BUSINESS:

2023 Annual Audit: Dede Wade motioned to approve the engagement letter from xxxxx. With a second by JD Baker and a roll call vote the motion carried unanimously.

MANAGEMENT REPORT: The Community Manager reported that all action items on the Community Calendar were handled and that the Powerstone Board Member training this month is on contracts.

HOMEOWNER FORUM

There were thirty-three (41) homeowners present during the meeting. The owners were given the opportunity to ask questions and make comments which would be responded to by community email blast.

NEXT MEETING:

The next meeting scheduled is the Annual Meeting on March 23, 2024 at 11:00 a.m.

ADJOURNMENT:

At this time with no further business before the board, the board director adjourned the meeting at 11:07a.m.

Respectfully submitted
Mel Kuppinger Community Manager
Powerstone Property Management

CERTIFICATE OF SECRETARY

I certify that I am the duly qualified and acting secretary of the Riviera Gardens Homeowners Association a California incorporated association. The foregoing is a true and correct record (minutes) of the meeting held by the Board of Directors of the Association and entered in the Minutes Book.

DATED: _____

Riviera Gardens Homeowners Association
A California Corporation

BY: _____