

**JASMINE STREET HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING – OPEN SESSION MINUTES**  
**FEBRUARY 13, 2018**

1

**MEMBERS PRESENT**

Robert Varvel – President  
Gregory Verga – Secretary/Treasurer

**MEMBERS ABSENT**

**ALSO PRESENT**

Dan Saldana

Haven Management LLC

**HOMEOWNERS**

Per sign in sheet.

**I. CALL TO ORDER**

1. Robert Varvel, President called the Board of Directors Open Session Meeting of Jasmine Street Homeowners Association, to order at 5:30pm.

**II. APPROVAL OF MINUTES**

1. A motion was made by Robert Varvel and seconded by Gregory Verga to approve the minutes of January 9, 2018 as submitted. The motion passed 2-0-0.

**III. LOTS TO LIEN**

1. A motion was made by Robert Varvel and seconded by Gregory Verga to approve filing a lien against the following accounts per the Association's published delinquent policy: Lot 216 / Tract 11796-3 and Lot 285 / Tract 11796-3. The motion passed 2-0-0.

**IV. FINANCIALS**

1. A motion was made by Robert Varvel and seconded by Gregory Verga to approve the financial of December 31, 2017 as presented. The motion passed 2-0-0.

**V. OLD BUSINESS**

1. There was no old business to review at this time.

**VI. NEW BUSINESS**

1. **Work Order Tracking Report** – The board reviewed and no action was required.
2. **Status of Lighting Conversion** – A motion was made by Robert Varvel and seconded by Gregory Verga to question James Torrez with Insight Technologies on the following items:
  - A. Billing on the camera lights and replacement with respect to the left rental.
  - B. Why the light was left on on Wedgewood not noticed during the last inspection.
  - C. Invoices will not be paid until a detailed map of installations and hard copy is given to the board of directors.The motion passed 2-0-0.
3. **Urgent and Unforeseen Motion Made on Non-Agenda Item**
  - A. **Website** – A motion was made by Robert Varvel and seconded by Gregory Verga for management to check all pages on the association website to make sure they are all up to date. The motion passed 2-0-0.

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**VII. CORRESPONDENCE**

1. There was no correspondence to review at this time.

**VIII. HOMEOWNER FORUM**

1. The floor was open to homeowners at this time.

**IX. MEETING OF EXECUTIVE SESSION**

1. The following items will be discussed during Executive Session: Approval of minutes, owner compliance issues, delinquent report, board e-mail regarding violations and discussion items, payroll review and owner correspondence.

**X. ADJOURNMENT**

1. A motion was made by Robert Varvel and seconded by Gregory Verga to adjourn meeting at 7:30pm. The motion passed 2-0-0.

ATTESTED TO: \_\_\_\_\_



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

3-13-18

Respectfully submitted by Haven Management LLC