



Mission Ridge Condominium Association

Board of Directors General Meeting Minutes
September 26, 2024

PRESENT:

- o Terry Keller – President
- o Courtney Mountjoy-Reza - Secretary
- o Paul Soletto – Director (*Via Zoom)
- o Tina Rozycki – Keystone Management
- o Jane Vasquez – Treasurer

ABSENT:

- o Sally Gibb – Vice President

I. CALL TO ORDER:

- o President Terry Keller called the meeting to order at 6:38 p.m.

II. APPROVAL OF MINUTES:

- o MSCM to approve the General Meeting minutes of August 22, 2024.

III. FINANCIAL:

- o Treasurer’s Report given for August 2024 revenue/expenses and account balances as of September 18, 2024.
- o Board discussed actual expenses vs. budgeted expenses from January through August 2024.
- o MSCM to approve resolution for August 2024 expenses in excess of \$10,000.
- o Board discussed required signatures regarding Pacific Premier Signature Card.

IV. MEMBER DELIQUENCY:

- o Board reviewed delinquency report.
- o MSCM to proceed with small claims with APN #434-200-02-30.
- o MSCM to approve lien against APN #434-200-02-36.

V. ADMINISTRATIVE:

- o MSCM to approve Skyriders Windows Cleaning, Inc. agreement for semi-annual window cleaning for \$925.

VI. NEW BUSINESS:

- o MSCM to appoint Courtney Mountjoy-Reza as Amenity Committee Chairperson. Committee members are as follows:
 - o Erin Broderick (pool / spa)
 - o David Wilson (men’s sauna)
 - o Coloni C. Brown (women’s sauna)
 - o Cheryl Carlson (dog park/dog relief areas)
 - o Michael Jarvis (racquetball court)
 - o Anne Mayes and Coloni C. Brown (gym)
 - o Jayner Foronda, Kal Sri and Allen Levin (tennis courts)
- o MSCM to deny Unit 197 request to reverse return item fee of \$25.
- o MSCM to deny Unit 197 request to reverse late fee of \$42.
- o MSCM to approve architectural request for Unit 10325-198 to install camouflaged storage unit on balcony.
- o MSCM to deny architectural request for Unit 10400 – 249 for balcony enclosure due to the contractor’s license number documentation and named insured on certificate not matching and canceled insurance certificate.
- o Board awaiting bid from Warbo for cost to replace building side doors.

VII. HOMEOWNER’S FORUM:

- o Termites.
- o Caulking of individual unit windows on the exterior.
- o Exterior light at elevator on building floors.
- o Exterior door part.
- o Tennis courts.

VIII. ADJOURNMENT:

- o Adjourned the General Meeting at 7:10 p.m.
- o The next scheduled general meeting will be on Thursday, October 24, 2024.

* MSCM – Moved, seconded, carried by majority

BOARD MEMBER SIGNATURE _____ (Terry Keller, President)

BOARD MEMBER SIGNATURE _____ (Courtney Mountjoy-Reza, Secretary)

DATE APPROVED BY THE BOARD _____