

# Summerfield Homeowners Association



**Summerfield HOA  
November 2019 Board Meeting  
Minutes  
November 19, 2019**

**BOARD MEMBERS PRESENT:**

Tom Halfaker: President, Bob McCleary: Special Projects, Michael Spring: Treasurer  
Kim Caterina: Architectural Committee Chair, Brad Phillips: Secretary

**BOARD MEMBERS ABSENT:**

None

**GUESTS PRESENT:**

None

Meeting called to order by Tom at 6:33pm.

**ARCHITECTURAL VIOLATION MEETING (closed session):**

- Meeting held.

**OPEN FORUM:**

- No items

**REVIEW/APPROVE MINUTES:**

- Motion to approve October 2019 Board meeting minutes. Approved.

**COMMUNICATIONS:**

- Brad reviewed the communications activities.

**TREASURER'S REPORT:**

- Michael presented and reviewed the HOA Statement of Activity as of November 19, 2019 and the Budget vs Actuals report as of November 19, 2019.
- Board agreed that going forward, for online payments above \$2000, before payment is made, an emailed approval from the president will be sent and then attached to the payment records. This is to supplant the prior rule that required double signatures on manual checks for over \$1000.

# Summerfield Homeowners Association



## ARCHITECTURAL COMMITTEE REPORT (Closed session):

- Kim reviewed the August Architecture Committee report and violations.

## SPECIAL PROJECTS:

- Pool furniture out for repairs, expected return in January.
- Walkway repairs at end of Summerfield are complete.
- Agreed to get bids for replacement of pool gate lock.

## OLD BUSINESS:

- None

## NEW BUSINESS:

- None

**Next meetings:**      Thursday      December 19, 2019 at 6:30pm  
                                 Tuesday      January 14, 2020 at 6:30pm

**Location:** Home of Tom Halfaker, 12700 Summerfield Lane, Poway, CA 92064

Motion to adjourn meeting at 7:41pm. Approved.