

**Casa del Sol Circle Association Annual Meeting, Election of Directors and 2018
Budget Approval Meeting 12/6/2017**

Budget Meeting Agenda

Called to Order by Ameri-Tech's Michael Perez at 6:05 PM.

1. **Quorum of the Board and Membership was certified by Ameri-Tech's Michael Perez:** Board Members Present – M. Borofsky, J. Anderson, K. Strothers, L. Schultze, M. Scott. Ameri-Tech's – Jenny Schoenfeld.
2. **Board Approval of 2018 Master Annual Budget:** Motion to approve 2018 Master Annual Budget made by J. Anderson, seconded by M. Borofsky. Motion approved unanimously by remaining board members.
3. **Vote to Waive Fully Funding the Alhambra Reserves:** Motion to waive fully funding the Alhambra Reserves made by L. Schultz, seconded by M. Scott. Motion approved unanimously by remaining board members.(13 -Yes/Zero-No)
4. **Board Approval of 2018 Alhambra Annual Budget:** Motion to approve 2018 Alhambra Annual Budget made by L. Schultz, seconded by M. Scott. Motion approved unanimously by remaining board members.
5. **Vote to Waive Fully Funding the Barcelona Reserves:** Motion to waive fully funding the Barcelona Reserves made by K. Strothers, seconded by M. Borofsky. Motion approved unanimously by remaining board members. (16-Yes/1-No)
6. **Board Approval of 2018 Barcelona Annual Budget:** Motion to approve 2018 Barcelona Annual Budget made by K. Strothers, seconded by J. Anderson. Motion approved unanimously by remaining board members.
7. **Vote to Waive Fully Funding the Cadiz Reserves:** Motion to waive fully funding the Cadiz Reserves made by M. Scott, seconded by K. Strothers. Motion approved unanimously by remaining board members. (18-Yes/Zero -No)
8. **Board Approval of 2018 Cadiz Annual Budget:** Motion to approve 2018 Cadiz Annual Budget made by M. Scott, seconded by K. Strothers. Motion approved unanimously by remaining board members.
9. **Vote to Waive Fully Funding the Madrid Reserves:** Motion to waive fully funding the Madrid Reserves made by L. Schultz, seconded by M. Scott. Motion approved unanimously by remaining board members. (11-Yes/2 -No) Quorum was met.
10. **Board Approval of 2018 Madrid Annual Budget:** Motion to approve 2018 Madrid Annual Budget made by J. Anderson, seconded by M. Scott. Motion approved unanimously by remaining board members.
11. **Adjournment of Budget Meeting:** Motion made at 6:20 PM to adjourn the Budget Meeting by M. Borofsky; Seconded by J. Anderson. Motion approved unanimously by remaining board members.

**Casa del Sol Circle Association Annual Meeting, Election of Directors and 2018
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Annual Meeting Agenda

1. **Called to Order** by Attorney Daniel Pilka at 6:21 PM.
2. **Proof of Notice:** Affidavit of Mailing of Notice to Unit Owners was reviewed and approved by attorney Daniel Pilka:
First Notices: All - Affidavits signed 10/5/2017.
Second Notices: Casa del Sol Association, Inc – Master, Affidavit signed 11/15/2017;
Casa del Sol Association, Inc –Alhambra, Barcelona, Cadiz, Madrid, All Affidavits signed 11/13/17.
3. **Certifying of Proxies and Establish Quorum:** Proxies were certified and Quorum established by Attorney Daniel Pilka.
4. **Read/Waive and Approve Annual minutes 12/2016:** Motion was made by K. Strothers to waive the reading of the minutes from 12/19/2016; seconded by M. Borofsky. Motion approved unanimously by remaining board members. Motion was made by K. Strothers to approve the minutes from 12/19/2016 annual board meeting minutes; seconded by M. Scott. Motion approved unanimously by remaining board members.
5. **Candidates have Read and Agree to Abide by Association Documents:** list of candidates read by Attorney Pilka. All candidates verbally confirm they have read and agree to abide by association documents. Candidates advised by Ameri-Tech’s Michael Perez that they offer a board basics class and is required to be completed within the first 90 days from election.
6. **Election of Directors:** a brief pause was taken to count ballots. Counting the ballots supervised by Attorney Daniel Pilka.
7. **Reports of Officers and Committees:** The roof clubhouse repair completed. New spots on clubhouse ceiling tiles reported by L. Schultz. Roofing company to be called and ceiling to be assessed for leaks.
8. **Unfinished Business:** Chimney damage. J. Schoenfeld to follow-up regarding repairs. The Fountains – fence repair, still has not been completed. J. Schoenfeld to follow-up.
9. **New Business:**
 - A. Election Results: Ed Curran - Alhambra; Kevin Connolly – Alhambra;
Travis Herbert – Madrid; Debora Bickel – Alhambra;
Glenda Workman – Cadiz.
- 10: **Adjournment:** Request made by Ameri-Tech’s Michael Perez for a member of the CDS community to make a Motion to Adjourn. Motion made by Kathleen Johnson, 3077/305, seconded by K. Strothers 3077/107. Remaining members of the CDS community unanimously approved the adjournment of the Annual meeting at 7:00 PM.

**Casa del Sol Circle Association Annual Meeting, Election of Directors and 2018
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Organizational Meeting

1. **Call to Order by Ameri-Tech's Michael Perez at 7:03 PM.**
2. **Appoint Chairperson of the Meeting:** Attorney Daniel Pilka.
3. **Appoint Officer Positions:**
 - President:** Motion made by Debora Bickel to appoint Ed Curran, Alhambra; seconded by Travis Herbert. Motion approved unanimously by remaining board members.
 - Vice President:** Motion made by Travis Herbert to appoint Kevin Connolly, Alhambra; seconded by Debora Bickel. Motion approved unanimously by remaining board members.
 - Treasurer:** Motion made by Ed Curran to appoint Travis Herbert, Madrid; seconded by Debora Bickel. Motion approved unanimously by remaining board members.
 - Secretary:** Motion made by Ed Curran to appoint Debora Bickel, Alhambra; seconded by Glenda Workman. Motion approved unanimously by remaining board members.
 - Director:** Motion was made by Ed Curran to appoint Glenda Workman, Cadiz; seconded by Debora Bickel. Motion approved unanimously by remaining board members.
4. **Motion to adjourn** made at 7:23 PM by K. Connolly; Seconded by G. Workman. Motion approved unanimously by remaining board members.

CASA DEL SOL ASSOCIATION, INC.

SECOND NOTICE OF ANNUAL MEETING, ELECTION OF DIRECTORS AND 2018 BUDGET APPROVAL

To All CASA DEL SOL Members,

The ANNUAL MEETING of CASA DEL SOL ASSOCIATION, INC. will be held at the following DATE, TIME, and LOCATION:

- DATE / TIME: Wednesday, December 6, 2017 @ 6:00 PM
- LOCATION: Casa Del Sol Clubhouse

Enclosed with this notice is the 2018 Proposed Budget. Before the commencement of the Annual Meeting of the Association, the Board of Directors shall adopt and approve the 2018 Annual Budget. Also enclosed with this notice is the Agenda for the Annual Meeting and a Proxy which will help establish a quorum and represent your vote on business that may arise. The Annual Meeting of the Association will be held for the purpose of voting on the election of directors, and conducting such other business as may lawfully be conducted.

This year fifteen (15) Homeowners have submitted their Intentions to be considered as members of the Board of Directors. There are currently only five (5) positions open on the 2018 Board of Directors. Enclosed are directions for casting your "Ballot" for five (5) of the candidates which you feel will best serve the Association. Nominations cannot be taken from the floor. Immediately following the Annual Meeting, the Board will meet briefly to elect Officers.

Agenda items are as follows:

Budget Meeting Agenda

1. Certify Quorum of the Board and Membership
2. Board Approval of 2018 Master Annual Budget
3. Vote to Waive Fully Funding the Alhambra Reserves
4. Board Approval of 2018 Alhambra Annual
5. Vote to Waive Fully Funding the Barcelona Reserves
6. Board Approval of 2018 Barcelona Annual Budget
7. Vote to Waive Fully Funding the Cadiz Reserves
8. Board Approval of 2018 Cadiz Annual Budget
9. Vote to Waive Fully Funding the Madrid Reserves
10. Board Approval of 2018 Madrid Annual Budget
11. **Adjournment**

Annual Meeting Agenda

1. Call to Order
2. Proof of Notice of the Meeting
3. Certifying of Proxies and Establish Quorum
4. Read or Waive Minutes of Last Members' Meeting
5. Candidates Have Read and Agree to Abide by Association Documents
6. Election of Directors (5)
Selection of 2 or 3 Non-Candidate Members to Count Ballots
7. Reports of Officers and Committees
8. Unfinished Business
9. New Business
 - a. Election Results
 - b. Seating of New Board
10. **Adjournment**

The Organizational Meeting for the new Board will be held immediately following the Annual Meeting.

Mailed: November 13, 2017

BY ORDER OF THE BOARD OF DIRECTORS
JENNY SCHOENFELD, LCAM

CASA DEL SOL ASSOCIATION, INC.
BOARD OF DIRECTORS
ORGANIZATIONAL MEETING

NOTICE is hereby given that the Board of Directors is holding an Organizational Meeting at the following DATE, TIME and LOCATION:

- **DATE / TIME:** **December 6, 2017**
 Immediately following the 6:00 PM Annual Membership Meeting

- **LOCATION:** **Casa Del Sol Clubhouse**

Agenda

1. Call to Order
2. Appoint Chairperson of the Meeting
3. Appoint Officer Positions
 - (1) President; (2) Vice President; (3) Treasurer; (4) Secretary
 - (2) **Adjournment**

ALL OWNERS ARE WELCOME TO ATTEND

Mailed: November 13, 2017

BY ORDER OF THE BOARD OF DIRECTORS
JENNY SCHOENFELD, LCAM