

CROWN COLONY

HOMEOWNERS ASSOCIATION

379 IMPERIAL WAY, DALY CITY, CA 94015-2503 • (650)756-8220 • FAX: (650)756-4323

BOARD OF DIRECTORS' MEETING AGENDA JANUARY 20, 2021

VIA ZOOM CLOUD MEETING APP WHICH YOU WILL NEED TO DOWNLOAD

IF PLANNING TO JOIN IN - CALL THE HOA OFFICE BY 12:00PM ON 1/19/21 TO OBTAIN LOG IN INFO

1. **Executive Session - CLOSED MEETING (EXCEPT FOR INVITED PARTICIPANTS) 12:30pm**
 - a. Violations:
 1. Excessive Noise Violation - 376 Imperial Way
 - b. Authorization for Sunrise to Proceed with Recording Notice of Default for TS# 20920
2. **Open Forum - 2 minutes each (Questions to be submitted to HOA Office by 12:00pm on 1/19/2021 and will be addressed by the Board at the start of the Regular Meeting)**
3. **Call to Order - Regular Open Meeting. 1:00pm**
4. **Introduction of Board Members and Management Company**
5. **Approval of Minutes of November 18, 2020**
6. **Acceptance of Reports**
 - a. Managing Agent's Report
 - b. Financial Report Recap/Bank Reconciliations/Delinquency Reports (Dec. 2020)
7. **Unfinished Business**
 - a. Ratification of Window and Door Installations
 - b. Ratification of Proposal from R&S Erection of San Mateo for New Gate Equipment - Line #9965
 - c. Ratification of Proposal from Comet Micro Systems for Computer Upgrades - Line #9976
8. **New Business**
 - a. Approval of Audit Proposal for year ending June 2021 - John Takemoto - Line #5002
 - b. Approval of Proposal from Teletech Security for Cameras for Lower Gate - Line #9998
 - c. Proposals from El Camino Roofing for Shingle work at Bldgs. 1, 5, 6, 10 & 11 - Line #9946
 - d. Appointment of President to Approve Emergency Expenditures/Decisions Outside of a Meeting
 - e. Authorization for Sunrise to Record Notice of Delinquent Assessments for APN# 101-270-280
9. **Announcement of Decisions Made in Executive Session - 11/18/2020**
10. **Time, Date and Place of next Regularly Scheduled Meeting - 2/17/21**
11. **Adjournment**

All Times Approximate)