



## LANSBROOK MASTER ASSOCIATION, INC.

### Board Meeting Minutes

Monday, December 13, 2021 at 7:00 P.M.

Via Zoom Meeting (Meeting ID 307 337 0525/Passcode 388432)

**Board Members Present:** Brian Thiel, President  
Ron Schultz, Vice President  
Scott Tillesen, Director  
Tom Lango, Treasurer  
Rosalia Gianola, Secretary

**Board Members Absent:** Todd Christofferson, Director  
Ken Kunsman, Director

**Also, Present:** Glenda Butler, LCAM, Property Manager, Castle Group  
Rafael Ramirez, Regional Director, Castle Group  
Ed Anderson, Campus Director  
Owners, Several dozen

**Call to Order.** Brian Thiel, President, called the meeting to order at 7:02 pm.

**Proof of Notice.** Ed Anderson confirmed the normal signs were posted on the Friday, December 10, 2021, in advance of the meeting to meet the 48-hour notice requirement.

**Certification of a Quorum.** With five of the seven directors present a quorum was established.

**Approve Minutes from Previous Meeting:** Motion made by Ron Schultz, and seconded by Tom Lango, to approve the Annual Membership meeting minutes from the November 15, 2021 meeting. The motion was unanimously approved. Motion made by Ron Schultz, and seconded by Rosalia Gianola, to approve the Organizational Board Meeting Minutes from November 15, 2021 meeting. The motion was unanimously approved. Motion made by Ron Schultz, and seconded by Tom Lango, to approve the Board Meeting Minutes from November 15, 2021. The motion was unanimously approved.

#### **Reports:**

**Treasurer's Report.** Tom Lango reported October financials were received from First Service Residential and nothing was unusual. He noted 2021 is still trending to be \$93,000 over budget. And as previously noted, 2020 is under by \$158,000, so the association is carrying a positive variance.

**Property Manager's Report.** Glenda Butler noted a list of tasks completed in November 2021 – mainly transition related.

**Director of Campus Services' Report.** Ed Anderson thanked residents for reporting irrigation issues and including photos. Ed reported on recent association new plantings and tree work on 320 oaks which is scheduled for January.



**President's Report.** Brian Thiel deferred until New Business agenda item of 2022 Landscape Discussion.

**Resident Comments.** Jim from Fallbrook commented on the poor condition of the golf course along the street. Brian Thiel agreed with Jim. Brian explained that unfortunately the association does not own those areas and has no control over the maintenance. It is the responsibility of the golf course to maintain.

**New Business:**

**2022 Landscaping Discussion.** Brian Thiel stated landscaping was an important part of changing the campus score from 73 to an 85 – 92. Brian pointed out that sod, top dressing the fields and tons of tree trimming occurred in 2021. The 2022 budget includes tree trimming for the oaks & palms and an annual leaf removal. He noted three areas of landscape work to be repair, execution and new plantings.

**Fence Quote.** Brian discussed the compost area on Bryan Lane and gopher tortoises as it relates to installing a fence. A motion was made by Brian Thiel, and seconded by Scott Tillesen, to approve the estimate from Little Goodwin Services to install a fence in the amount of \$6600. The motion was unanimously approved.

**Crepe Myrtles.** Brian discussed the need to trim back all the crepe myrtles in 2022 and then rotate going forward. Brian made a motion to approve \$5000 for crepe myrtle trimming with the vendor chosen by Ed Anderson. Ron Schultz seconded the motion which was unanimously approved.

**Adjournment.** With no further business, Ron Schulz made a motion to adjourn the meeting of at 7:49 p.m. The motion was seconded by Tom Lango, and the meeting was adjourned.

Respectfully Submitted,

Glenda Butler, LCAM  
Castle Management, LLC

Approved:  1/26/22  
Brian M Thiel, President Date  
Lansbrook Master Association Inc.