

SEAWAY COLLECTION HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING – OPEN SESSION  
WEDNESDAY, MAY 19, 2016

ALISO VIEJO CONFERENCE CENTER  
31 SANTA BARBARA  
ALISO VIEJO, CA 92656

MINUTES

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CALL TO ORDER

The Open Session meeting of the Board of Directors for the Seaway Collection Homeowners Association was called to order at 7:06 PM by general consent.

DIRECTORS PRESENT

Dan Rosenthal  
Susan Bristol  
Matt Lawler

DIRECTORS ABSENT

FIRST SERVICE RESIDENTAL

Kasidy Schaub, CMCA, Community Manager

ANNOUNCEMENT - EXECUTIVE SESSION MEETING

In accordance with Civil Code 4935 (a) the Board met in Executive Session prior to the Regular Session meeting in order to consider litigation, matters relating to the formation of contracts with third parties, member discipline, personnel matters, or to meet with a member, upon the member's request, regarding the member's payment of assessments.

COMMITTEE UPDATE & INVITED GUESTS

A. Annual Election Meeting

Motion: Lawler  
Second: Bristol

Resolved: That the Board of Directors agreed to permanently adjourn the 2016 Annual Election Meeting, as only 23 ballots have been received after three attempts to achieve a quorum of 78 required ballots.

The motion carried unanimously.

B. Organization Meeting

Motion: Bristol  
Second: Lawler

Resolved: That the Board of Directors agreed to continue the existing Board positions:

President – Dan Rosenthal  
Vice President / Treasurer – Susan Bristol  
Secretary – Matt Lawler

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The motion carried unanimously.

C. Roofing Project Update

Lana Pinto with Hoyt Roofing was in attendance to provide a scheduling update for the Board of Directors regarding the community wide roof project.

REPORTS

The following reports were reviewed and filed.

- A. Customer Service Report
- B. Architectural Log Report
- C. Management Report
- D. Landscape Report

HOMEOWNER FORUM

There were (2) homeowners present.

CONSENT CALENDAR

Motion: Bristol  
Second: Rosenthal

Resolved: That the Board of Directors approved the Consent Calendar items A – B as presented.

A. Approval of Minutes – April 2016

Resolved: That the Open Session minutes dated April 13, 2016 were approved as presented.

B. Financial Statement – March 2016

Resolved: That the Board approves the March 31, 2016 interim financial reports and bank reconciliations as presented, subject to annual audit. The report reflects a year-to-date net operating income of

\$8,115.33 and year-to-date reserve funding of \$55,949.67 compared to the year-to-date reserve funding budget of \$54,531.00. The reserves are funded through March 31, 2016. The association has \$101,997.11 in operating funds, which represents 5.76 months of budgeted expenses and reserve contributions. The association has \$1,099,875.78 in reserve funds.

The motion carried unanimously.

*End Consent Calendar*

**NEW BUSINESS**

**A. Homeowner Correspondence**

The Board of Directors reviewed and filed correspondence received from the following community members:

35 Cuervo Dr. – Homeowner submitted correspondence regarding the community roof project. Homeowner was in attendance at the meeting to discuss his issues with the project directly with the Board of Directors.

**B. Landscape Proposals**

Motion: Lawler  
Second: Rosenthal

Resolved: That the Board of Directors approved the proposals for the removal of the large Eucalyptus tree at 22 Cuervo and the renovation of the front planter of the home, as submitted by Park West at a total cost of \$1,905.00. Funds will be expensed from Operating GL Account #15502, Landscape Replacement which has an available balance of \$14,792.00 as of March 31, 2016.

The motion carried unanimously.

**NEXT MEETING**

The next Board of Directors meeting is scheduled for Wednesday, June 29, 2016 at 7:00PM at the Aliso Viejo Conference Center.

**ADJOURNMENT**

There being no further business to come before the Board of Directors in Open Session, the meeting was adjourned at 7:47PM.

APPROVED: \_\_\_\_\_



DATE: \_\_\_\_\_

6/29/16