

SEAWAY COLLECTION HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING – OPEN SESSION

THURSDAY, MAY 22, 2013

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

MINUTES

DIRECTORS PRESENT

Dan Rosenthal
Susan Bristol

DIRECTOR ABSENT

None

MERIT PROPERTY MANAGEMENT, LLC

Shana Niswonger, CCAM[®], Sr. Community Manager

I. CALL TO ORDER

The Open Session Meeting of the Seaway Collection Homeowners Association Board of Directors was called to order at 6:30 p.m.

II. EXECUTIVE SESSION MEETING

In accordance with Civil Code 1363.05 (b) 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, as specified in Civil Code Section 1367 or 1367.1. The Board of Directors reviewed violation issues and delinquency matters.

III. INVITED GUEST

Christian Gallindo of Valley Crest Landscape Maintenance was in attendance to discuss the status of the landscape throughout the community.

IV. REPORTS

The Board reviewed and directed management to file the following reports:

- A. Customer Service Report
- B. Landscape Report
- C. Utility Report
- D. Roof Repair
- E. Management Report

IV. HOMEOWNER FORUM

A Homeowner Forum was held with one homeowner in attendance. The homeowner did not have a specific topic of discussion.

IV. CONSENT CALENDAR

Motion: Rosenthal
Second: Bristol

Resolution: That the Board of Directors approves Consent Calendar items A through C as presented.

A. Approval of Minutes

Resolution: That the Open Session minutes dated April 11, 2013 be approved as presented.

B. Financial Statement – March 2013

Resolution: That the Board approves the March 31, 2013 interim financial reports and bank reconciliations as presented, subject to annual audit. The report reflects a year to date net operating income/ (loss) of \$9,817.82 and year-to-date reserve funding of \$57,282.61 compared to the year-to-date reserve funding budget of \$56,505.00. The reserves are funded through March 31, 2013. The association has \$107,497.87 in operating funds, which represents 7.67 months of budgeted expenses and reserve contributions. The association has \$1,006,703.14 in reserve funds.

C. Action Without Meeting / 4 Bob White

Resolution: That the Board of Directors ratifies the approval of the proposal from FloodProto complete the necessary restoration after a roof leak for a total cost of \$1,974.51.

The motion carried unanimously.

End of Consent Calendar

V. UNFINISHED BUSINESS

A. Roofing Project

The Board of Directors elected to table the roofing project discussion until the November 2013 Board meeting.

VI. NEW BUSINESS

A. ARC Agenda

Motion: Rosenthal
Second: Bristol

Resolution: That the Board approves the request from the homeowner at 33 Cuervo Drive to replace the side yard fence that is shared with 31 Cuervo per the plans submitted.

The motion carried unanimously.

B. Painting Proposals

Motion: Rosenthal
Second: Bristol

Resolution: That the Board of Directors approves the proposal from 1st Street Painting to paint the community for a total cost of \$278,780.00.

The motion carried unanimously.

C. Board Goal Settings

Current Board goals include:

- Increase Homeowner Meeting Attendance
- Recruit a Third Board Member
- Recruit Homeowners to Administrate a Community Website
- Schedule and Obtain Funding for the Roofing Project

VII. NEXT MEETING

The next Open Session meeting of the Board of Directors is scheduled for Thursday, June 6, 2013 at 6:30 p.m. at the Aliso Viejo Conference Center, Aliso Viejo, CA 92656.

VIII. ADJOURNMENT

There being no further Open Session business to come before the Board, the meeting was adjourned at 8:00 p.m.

APPROVED: _____



DATE: _____

6/26/13