

SEAWAY COLLECTION HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING – REGULAR SESSION

TUESDAY, JUNE 23, 2009

ALISO VIEJO COUNTRY CLUB  
31 SANTA BARBARA, ALISO VIEJO, CA 92656

MINUTES

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EXECUTIVE SESSION

An Executive Session meeting was held immediately prior to the Open Session. The Board of Directors reviewed delinquency matters and violation issues.

DIRECTORS PRESENT

Susan Bristol (via teleconference)  
Dan Rosenthal  
Carrie Torres

MERIT PROPERTY MANAGEMENT, INC.

Lisa Weber, CCAM® District Manager

I. CALL TO ORDER

The Regular Session of the Seaway Collection Homeowners Association Board of Directors meeting was called to order at 6:40 p.m.

II. BOARD ORGANIZATIONAL MEETING

The Board conducted an Organizational Meeting to seat for the next term of office for a one (1) term in the following positions:

President	Carrie Torres
Vice President	Dan Rosenthal
Secretary/Treasurer	Susan Bristol

III. HOMEOWNER FORUM

A Homeowner Forum was conducted with five (5) homeowners in attendance. Items of discussion were:

- Landscaping
- Parking

- Violation issues
- Community web-site
- Roofing

#### IV. LANDSCAPE PROPOSALS

Motion: Torres  
 Second: Bristol

Resolution: That the Board approves to replace the Pittosporum at 32 Bluebird in the amount of \$8.00 and replace turf at 7 Cardinal in the amount of \$12.50, with funds to be expensed from GL#15502, Landscape Replacement.

Ayes: All  
 Nays: None

The motion carried unanimously.

#### V. CONSENT CALENDAR

Motion: Torres  
 Second: Bristol

Resolution: That the Board of Directors approves Consent Calendar items V-A through C as presented. The items approved were as follows:

##### A. Minutes

Resolution: That the Board approves the Open Session Meeting Minutes of May 26, 2009 as presented.

##### B. Reports

Resolution: The following reports were reviewed and filed:

- Management Report
- Asset Management Report
- Landscape Report
- Customer Service Report
- Project Review Checklist
- Utility Report

##### C. Delinquency Report

Resolution: That the Board approve to proceed with the lien process for those accounts listed in the May 21, 2009 delinquency report should assessments not be paid within the time period established in the Intent to Lien Letter.

Ayes: All  
Nays: None

The motions carried unanimously.

*End of Consent Calendar*

VI. FINANCIAL REPORT MAY 31, 2009

Motion: Torres  
Second: Bristol

Resolution: That the financial statement and bank reconciliation dated May 31, 2009 be approved as presented. The statement reflects an Operating Account balance of \$61,125.63 Reserve Account balance of \$416,249.21 for a total of \$477,374.84. It reflects a year-to-date net income decrease of \$2,752.21 and year to date reserve funding of \$82,533.30 as compared to a budget of \$77,670.00.

Ayes: All  
Nays: None

The motion carried unanimously.

VII. INSURANCE RENEWAL

Motion: Rosenthal  
Second: Torres

Resolution: That the Board approves the Association Insurance Policy as follows:

Dates of Coverage: 8/4/2009 – 8/4/2010

Policy Type	Limit Amount	Deductible	Carrier	Premium
Property	\$48,750,000.00	\$5,000.00	Travelers	\$30,849.00
General Liability	\$ 1,000,000.00		Travelers	Included
Fidelity	\$ 500,000.00	\$2,500.00	Great American	\$ 832.00
D&O	\$ 1,000,000.00	\$1,000.00	Great American	\$ 1,356.00
Umbrella	\$ 5,000,000.00		Great American	\$ 1,640.00
Workers Comp	\$ 1,000,000.00		One Beacon	\$ 582.00

The current insurance agent for the Association is LaBarre/Oksnee Insurance

The Board has been affirmed by the Agent the following information:

- The D&O and Fidelity limit amounts are per the Association's CC&R's and the Association's current financial status

- Workers compensation does include the Board Members in coverage
- Merit Property Management, Inc. is included as Additional Insured for both General Liability and D&O
- Total current units are 156 and this current total has been provided to the above listed carriers

Total Premium Amount: \$35,259.00

Premium to be paid in installments.

Ayes: All  
Nays: None

The motion carried unanimously.

## VIII. OLD BUSINESS

### A. Website Proposals – Merit Connect/Community Road

Motion: Torres  
Second: Bristol

Resolution: That the Board approves the free Merit Connect Website proposal in conjunction with the base management fee.

Resolution: That the Board approves the Community Road website for \$50.00 per month with the first year free. The Board of Directors has disclosed that board member Dan Rosenthal is a principal of the company CommunityRoad.com.

Both the Merit Connect web site and the Community Road web site are to be tested as a pilot program for a three-month period.

Ayes: Torres, Bristol  
Nays: None  
Abstain: Rosenthal

The motion carried.

### B. Seaway/Laguna Audubon II/AVCA Delegate

Per Board direction, Management to send a letter to Keith Tschida regarding the requirements to fulfill the delegate duties.

## IX. DISCUSSION ITEMS

### A. Roofing Committee Report

The Roofing Committee reported that a resident survey by e-mail will be conducted regarding roofing concerns once the community website is activated.

B. Communications Committee Report

Motion: Torres  
Second: Bristol

Resolution: That the Board approves to appoint Michael Fricke as a member of the Communications Committee with the Committee to launch Community Road.com.

Ayes: All  
Nays: None

The motion carried unanimously.

X. BOARD GOAL SETTING – 2009/2010

1. Add improved communications through website
2. No assessment increases
3. Improve and update the community landscape with more visualization on proposals

XI. GENERAL CORRESPONDENCE

The Correspondence was reviewed and filed.

XII. NEXT MEETING

The next Regular Session of the Board of Directors meeting is scheduled for Tuesday, July 28, 2009, at 6:30 p.m. at the Aliso Viejo Golf Club, located at 31 Santa Barbara, Aliso Viejo, CA 92656.

XIII. ADJOURNMENT

There being no further Regular Session business to come before the Board, the meeting was adjourned at 7:45 p.m.

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

*Dr. Peter*

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

*7/28/09*