

SEAWAY COLLECTION HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING – OPEN SESSION
MONDAY, AUGUST 27, 2018

ALISO VIEJO COMMUNITY CENTER – WEDGEWOOD
31 SANTA BARBARA, ALISO VIEJO, CA 92656

MINUTES

CALL TO ORDER

The Open Session meeting of the Board of Directors for the Seaway Collection Homeowners Association was called to order at 7:00 PM by general consent.

DIRECTORS PRESENT

Dan Rosenthal
Susan Bristol
Matt Lawler

DIRECTORS ABSENT

none

FIRSTSERVICE RESIDENTIAL

Kirsten Contino, CMCA[®], Senior Community Manager

ANNOUNCEMENT - EXECUTIVE SESSION MEETING

In accordance with Civil Code 4935 (a) the Board met in Executive Session immediately prior to the Open 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.

REPORTS

The following reports were reviewed and filed.

- A. Management Report
- B. Work Orders
- C. Landscape Report

HOMEOWNER FORUM

There were four homeowners in attendance to discuss landscaping and architectural applications.

CONSENT CALENDAR

The Board elected to address the Consent Calendar items with Item A, the June minutes, separate from the other three items.

Motion: Rosenthal
Second: Bristol

Resolved: That the Board of Directors approves the Open Session minutes for June 18, 2018 as presented.

The motion carried unanimously.

Motion: Rosenthal
Second: Lawler

Resolved: That the Board of Directors approves Items B, C, and D as presented.

B. Approval of Minutes – July 2018

Resolved: That the Open Session minutes dated July 24, 2018 be approved as presented.

C. Financial Statement – July 2018

Resolved: That the Board approves the July 31, 2018 interim financial reports and bank reconciliations as presented, subject to annual audit. The report reflects a year-to-date net operating income of \$66,479.21 and year-to-date reserve funding of \$119,899.36 compared to the year-to-date reserve funding budget of \$116,557.00. The actual year-to-date operating expenses were \$73,065.95. The budgeted year-to-date operating expenses were \$134,603.00. The reserves are funded through July 31, 2018. The association has \$71,252.58 in operating funds, which represents 4.20 months of budgeted expenses and reserve contributions. The association has \$640,935.86 in reserve funds.

D. Lien Approval

Resolved: That the Board of Directors approves the resolution dated August 3, 2018, authorizing Management to place liens on the following accounts should the delinquent assessments not be paid within the time period established in the intent to lien letter.

Account Number	Total Amount Due
0104-01	\$484.76
0136-02	\$484.60
0132-01	\$393.13

The motion carried unanimously.

End Consent Calendar

NEW BUSINESS

A. ARCHITECTURAL REVIEW AGENDA

This portion of the meeting was memorialized in a separate agenda.

B. 2018 Reserve Study

The Board of Directors resolved to table the reserve study until the October meeting as they had just received the reserve study at the meeting and had not had time to review it.

C. Standardized Operating Procedures

Motion: Bristol
Second: Lawler

Resolved: That the Board approved the Standard Operating Procedure forms as presented by FirstService Residential. The documents will be filed with the Association documents.

The motion carried unanimously.

NEXT MEETING

The next Board of Directors meeting is scheduled for Monday, October 8, 2018 at 6:30 PM at the Aliso Viejo Community Center – Wedgewood.

ADJOURNMENT

There being no further business to come before the Board of Directors in Open Session, the meeting was adjourned at 8:06 PM.

APPROVED: _____ DATE: _____