

SEAWAY COLLECTION HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING – OPEN SESSION

THURSDAY, APRIL 11, 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. 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 B as presented.

A. Approval of Minutes

Resolution: That the Open Session minutes dated March 21, 2013 be approved as presented.

B. Financial Statement – February 2013

Resolution: That the Board approves the February 28, 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 \$7,514.03 and year-to-date reserve funding of \$38,197.61 compared to the year-to-date reserve funding budget of \$37,670.00. The reserves are funded through February 28, 2013. The association has \$101,465.83 in operating funds, which represents 7.24 months of budgeted expenses and reserve contributions. The association has \$992,825.17 in reserve funds.

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 47 Cuervo Drive to install a putting green in his rear yard per the plans submitted.

The motion carried unanimously.

B. Valley Crest Tree Care & Landscape Maintenance / Proposals

Motion: Rosenthal
Second: Bristol

Resolution: That the Board of Directors approves the proposal from the March Landscape Walk to complete the Spring/Summer Tree Pruning for a total cost of \$4,798.00 and miscellaneous landscape tasks for a total cost of \$1,220.00.

The motion carried unanimously.

C. Painting Project Proposals

The Board of Directors reviewed the proposals submitted by 1st Street Painting, Pilot Painting and Advanced Painting and Construction as well as met with each contractor to discuss the proposals. This item was tabled and will be placed on the May 2, 2013 Board meeting agenda as further discussion is required.

D. 2012 Draft Audit

Motion: Bristol
Second: Rosenthal

Resolution: That the Board of Directors approves the draft audit as prepared by Schonwit & Company. The final audit will be distributed to the membership by 4/30/13.

The motion carried unanimously.

E. 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

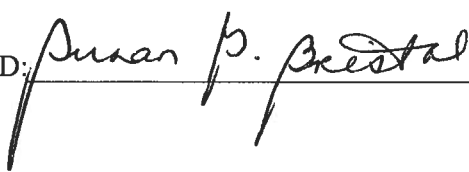
VII. NEXT MEETING

The next Open Session meeting of the Board of Directors is scheduled for Thursday, May 2, 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:

