

SEAWAY COLLECTION HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING – OPEN SESSION

THURSDAY, MARCH 21, 2013

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

**MINUTES**

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DIRECTORS PRESENT

Dan Rosenthal  
Susan Bristol

DIRECTOR ABSENT

None

MERIT PROPERTY MANAGEMENT, LLC

Shana Niswonger, CCAM<sup>®</sup>, 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 no homeowner forum held due to there were no homeowners in attendance.

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 February 7, 2013 be approved as presented.

B. Financial Statement – January 2013

Resolution: That the Board approves the January 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 \$3,342.18 and year-to-date reserve funding of \$19,138.79 compared to the year-to-date reserve funding budget of \$18,835.00. The reserves are funded through January 31, 2013. The association has \$107,848.56 in operating funds, which represents 7.70 months of budgeted expenses and reserve contributions. The association has \$973,767.35 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. 49 Bluebird Lane / Homeowner Request

Motion: Rosenthal  
Second: Bristol

Resolution: That the Board approves the request from the homeowner at 49 Bluebird Lane to remove the wooden trellis in front of the home. The Board of Directors does not approve the homeowners request to pay a portion or all of the cost associated with this work as the trellis is a homeowner maintained item.

The motion carried unanimously.

B. Valley Crest Landscape Maintenance / Landscape Proposal

Motion: Rosenthal  
Second: Bristol

Resolution: That the Board of Directors approves the proposal from the February Landscape Walk to complete miscellaneous landscape tasks for a total cost of \$406.00.

The motion carried unanimously.

C. Painting Project Discussion

The Board of Directors reviewed the draft paint schemes as well as the Painting Specification. The Board has requested that Management invited the bidding contractors to the April 4, 2013 Board meeting at which point a contractor will be selected and the color schemes will be finalized.

D. 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, April 04, 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 7:00 p.m.

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



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

4/11/13