

SEAWAY COLLECTION HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING – OPEN SESSION

TUESDAY, FEBRUARY 23, 2010

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

MINUTES

EXECUTIVE SESSION

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

DIRECTORS PRESENT

Carrie Torres
Dan Rosenthal

DIRECTOR ABSENT

Susan Bristol

MERIT PROPERTY MANAGEMENT, INC.

Lisa Weber, CCAM[®], District Manager

GUEST

Christian Galindo, Valley Crest Landscape

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. HOMEOWNER FORUM

A Homeowner Forum was not conducted as no homeowners were in attendance.

III. VALLEY CREST LANDSCAPE

Christian Galindo with Valley Crest Landscape was in attendance to provide the Board with an update on landscaping progress. The Plum tree replacements will begin the first week of March.

IV. COMMITTEE REPORTS

A. Communications Committee

The Communications Committee was not in attendance.

B. Roofing Committee

The Roofing Committee was not in attendance.

V. CONSENT CALENDAR

Motion: Rosenthal
Second: Torres

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

A. Minutes

Resolution: That the Board approves the Open Session Meeting Minutes of January 26, 2010 as presented.

B. Reports

Resolution: The following reports were reviewed and filed:

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

C. Delinquency Report

1. Intent to Lien

Resolution: That the Board approves to proceed to place a lien on Account #0099-02 with a balance of \$1,194.00 should payments not be paid within the time frame established in the Intent to Lien Letter.

D. Financial Statements

December 31, 2009

Resolution: That the financial statement and bank reconciliation dated December 31, 2009 be approved as presented. The statement reflects an Operating Account balance of \$77,216.54, Reserve Account balance of \$509,349.35 for

total cash of \$600,080.94. It reflects a year-to-date net increase of \$4,112.74 and year to date reserve funding of \$193,705.94 as compared to a budget of \$186,408.

E. Roof Repairs – 33 Cuervo/6 Bobwhite

Resolution: That the Board ratifies the approval made by e-mail to Hoyt Roofing to make roof repairs at 33 Cuervo in the amount of \$2,630.00 and 6 Bobwhite in the amount of \$2,225.00, with funds to be expensed from GL#23120, Roof Reserve.

Ayes: All
Nays: None

The motion carried unanimously.

End of Consent Calendar

VI. PAYMENT FROM RESERVES

Motion: Torres
Second: Rosenthal

Resolution: That the Board approves to pay Hoyt Roofing invoices in the amount of \$3,271.00, with funds to be expensed from GL#23120, Roof Reserve.

Ayes: All
Nays: None

The motion carried unanimously.

VII. 7 BOBWHITE – INTERIOR REPAIRS

Motion: Torres
Second: Rosenthal

Resolution: That the Board approves MCC Construction to make interior repairs in the amount of \$895.00, with funds to be expensed from GL#23120, Roof Reserve.

Ayes: All
Nays: None

The motion carried unanimously.

VIII. ARCHITECTURAL APPLICATION – 27 BLUEBIRD

Motion: Torres
Second: Rosenthal

Second: Rosenthal

Resolution: That the Board approves the garage door replacement at 27 Bluebird.

Ayes: All
Nays: None

The motion carried unanimously.

IX. BOARD GOAL SETTING - 2010

The following goals have been identified by the Board on a go-forward basis:

- A. Improve financial footing and budgeting
- B. Add improved communications through website
- C. Visualization for landscape projects
- D. Tree replacement project for 2010

X. GENERAL CORRESPONDENCE

The general correspondence was reviewed and filed.

XI. NEXT MEETING

The next Open Session meeting of the Board of Directors is scheduled for Tuesday, March 23, 2010, at 6:30 p.m. at the Aliso Viejo Conference Center, located at 31 Santa Barbara, Aliso Viejo, CA 92656.

XII. ADJOURNMENT

There being no further Open Session business to come before the Board, the meeting was adjourned at 6:53 p.m.

APPROVED: J. Carrie Torres DATE: 4-5-2010