

Villagio I Homeowners Association

20 October 2011

General Session

San Clemente Community Center

Attendance

Board of Directors

Dan Gutierrez, President

Bob Speidel, Vice President

Dianne Lynch, Secretary

Jerry Anderson, Director

Absent

Seth Foerster, Treasurer

Management

Rose Reyes, Community Association Manager

Andrew Sheldon, Recording Secretary

Call to Order

The meeting was called to order at 6:33 PM PDT.

Homeowners Forum

Homeowner presented picture taken on 20 October 2011 of his neighbor's tree that he requested be trimmed. He felt that the trimming that took place did not satisfy the Association's view protection rules. Management agreed to follow up with the Master Association.

Homeowner suggested that the Board consider repairing the broken curbs before the asphalt streets are addressed.

Board directed Management to get updated study from American Environmental to assess any new movement.

Delegate Report

Management confirmed that she was unable to contact the Delegate Candidate on the ballot. Management is to email J. Anderson dates and times of the Master Association meetings.

Minutes

Board reviewed the meeting minutes for the meeting held 15 September 2011.

Motioned, Seconded: "To approve the September meeting minutes as submitted."

Approved: 4-0

Financials

Board reviewed the Financials from the month ending 30 September 2011. Board discussed adjusting reserve allocations based on the updated Reserve Study.

Motioned, Seconded: "To approve the September Financials pending yearend Audit."

Approved: 4-0

S. Foerster arrived at the meeting.

Delinquency

Board reviewed the updated Delinquency Analysis provided by Management.

Board resolved to hold on account 91-1.

Motioned, Seconded: "To send a pre-lien notice to accounts 89-1 and 41-1."

Approved: 5-0

Landscape

Board reviewed the Site Inspection Notes and Punch-List Proposal from Artistic Maintenance.

Motioned, Seconded: "To approve the Punch-List Proposal"

Approved: 5-0

Board reviewed the seeding and scalping proposal from Artistic Maintenance.

Motioned, Seconded: "To ratify the previously approved seeding and scalping proposal."

Approved: 5-0

Board reviewed a proposal to trim the palm trees around the Association. Board directed Management to discuss this with Artistic as many palms may not require trimming.

Board reviewed a proposal from Artistic to install sod at 758 and 760 Otono.

Motioned, Seconded: "To ratify the previously approved sod installation proposal."

Approved: 5-0

Site Inspection

Board reviewed the Site Inspection report provided by Management. Board discussed the concrete swale at 639 Espiritu. Board discussed installing a small wall and new plant material to hold the slope.

Newsletter

Board reviewed the November newsletter.

Correspondence

Board directed Management to have the plate at the front of the lamppost at 710 Otono fixed.

Patrol

Management confirmed that tows are not occurring as regularly as they did before Management's conversation with Patrol One.

Asphalt

Board reviewed proposals from Quickel to seal and stripe asphalt. Management confirmed that the Reserve Study would be finalized in the next few days as only information on landscape is pending. Board directed Management to get bids from Quickel, Ben's Asphalt, and All-American to completely replace and repair the Association's asphalt for next year.

Motioned, Seconded: "To approve the Quickel proposals from \$11,995.00 proposal to address the alligator cracking and to seal and stripe the Association for \$9335.00 pending timeframe."

Approved: 5-0

Pavers

Board reviewed proposals to remove concrete at entryway and install pavers. Board previewed of examples.

Motioned, Seconded: "To approve the nice pavers for the front entryway."

Approved: 5-0

Budget

Board reviewed the draft budget provided by Management. Management outlined increased and decreased line items.

Motioned, Seconded: "To approve increase to stenography service to \$50.00 per hour."

Approved: 5-0

Motioned, Seconded: "To approve \$0.46 increase in Management fees per door."

Approved: 5-0

Motioned, Seconded: "To approve the Budget as submitted."

Approved: 5-0

Audit and Taxes

Board reviewed audit and tax preparation proposals from Newman & Associates and Beck & Company.

Motioned, Seconded: "To approve Newman & Associates for the 2011 Audit and Taxes."

Approved: 5-0

Holiday Decorations

Board reviewed proposal from Artistic to install poinsettias at the entry.

Motioned, Seconded: "To approve the proposal to be installed around Thanksgiving."

Approved: 5-0

Board authorized Leno to purchase holiday lights and coordinate with QPM to put the lights up around the community.

Meeting Room Rental

Motioned, Seconded: To approve the invoice for the Community Center Rental for 2012.


Adjournment

The meeting adjourned to Executive Session at 8:11 PM PDT.

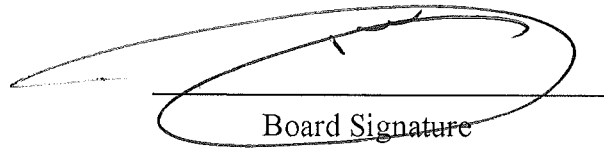
BOARD CERTIFICATION AND APPROVAL OF MINUTES:

This is to certify that Villagio I Homeowners Association is a California Nonprofit Mutual Benefit Corporation; that the Board is duly constituted; has made all decisions based on reasonable investigation in good faith and with regard to the best interests of the community and its members; has exercised discretion within the scope of its authority under relevant statutes, covenants and restrictions in discharging its obligations; and hereby approve the authenticity of actions reported of this meeting.

Respectfully Submitted:



Andrew Sheldon
Recording Secretary



Board Signature