

**CALIFORNIA SUMMIT ALISO VIEJO ASSOCIATION
BOARD OF DIRECTORS GENERAL SESSION
MEETING MINUTES
JANUARY 8, 2019**

Minutes

NOTICE OF MEETING

Upon due notice given and received, a General Session Meeting of California Summit Aliso Viejo Association Board of Directors was held on January 8, 2019 at Total Property Management Inc, 2301 Dupont Drive, Suite 100, Irvine, CA 92612.

ORGANIZATIONAL MEETING

CALL TO ORDER

The meeting was called to order by Board Member, Terri Crones, at 7:11 p.m.

APPOINTMENT OF OFFICERS

The Board of Directors held the Organizational Meeting on January 8, 2019. It was the general consent of the Board of Directors to appoint each Board Member to the following positions:

President – Terri Crones

Secretary – Jena Duca

Treasurer – Charles (Chuck) Williams

2017 ANNUAL MEETING MINUTES

The Board of Directors reviewed the annual meeting minutes from November 16, 2017. Following review and discussion, it was the general consent of the Board of Directors to approve the Minutes.

2018 ANNUAL MEETING MINUTES

The Board of Directors reviewed the annual meeting minutes from November 29, 2018 for content. No additional action was required.

GENERAL SESSION MEETING

CALL TO ORDER

The meeting was called to order by Board President Terri Crones, at 7:15 p.m.

**DIRECTORS
PRESENT**

Terry Crones, President

Jena Duca, Secretary

Charles (Chuck) Williams, Treasurer

DIRECTORS ABSENT

None

ALSO ATTENDING

Brittany Kitts, Total Property Management, Inc.

HOMEOWNER FORUM

There were no homeowners in attendance.

CONSENT CALENDAR

The Board of Directors reviewed the following items on the Consent Calendar, following review and discussion, it was the general consent of the Board of Directors to approve the following:

- October 9, 2018 Regular Session Meeting Minutes
- October 31, 2018 and November 30, 2018, Financial Statements, subject to audit by the CPA
- Resolution to Lien the following:
 - APN #632-213-31
 - APN #632-212-12
 - APN #632-221-05

MANAGEMENT FINANCIAL REPORT

Financial Status of the Association

- As of November 30, 2018, the balance in the Pacific Western Bank Checking Account is \$51,880.34.

MONUMENT LIGHTING PROPOSALS

The Board of Directors reviewed monument lighting proposals submitted by Comet Lighting and Peak Lighting. Following review and discussion, it was the general consent of the Board of Directors to decline both proposals.

CONCRETE AND TRIP HAZARD PROPOSALS

The Board of Directors reviewed concrete and trip hazard proposals submitted by Concrete Hazard Solutions, Professional Craftsman, and BPR Inc. Following review and discussion, it was the general consent of the Board of Directors to decline the proposals.

INSURANCE RENEWAL

The Board of Directors reviewed insurance renewal proposals submitted by Armstrong/Robitaille/Riegle and Berg Insurance Agency. Following review and discussion, it was the general consent of the Board of Directors to approve the proposal submitted by Armstrong/Robitaille/Riegle with an annual premium of \$2,806.00.

PROPOSED ENFORCEMENT POLICY

The Board of Directors reviewed the proposed enforcement policy to increase the violation amounts as follows:

- First penalty assessment to increase from \$100.00 to \$150.00
- Second penalty assessment to increase from \$150.00 to \$200.00
- Third and succeeding assessment to increase from \$200.00 to 250.00
-

Following review and discussion, it was the general consent of the Board of Directors to decline the increases at this time.

ARCHTECTURAL APPLICATION – 28 DEERBORN

The Board of Directors reviewed an architectural application submitted by 28 Deerborn for Palm trees that had already been installed by the homeowner. Following review and discussion, it was the general consent of the Board of Directors to approve the application.


NEXT MEETING

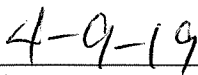
The next Board of Directors Meeting is scheduled for Tuesday, April 9, 2019 at 6:00 PM at Total Property Management Inc, 2301 Dupont, Suite 100, Irvine, CA 92612.

ADJOURNMENT

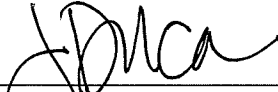
There being no further business to come before the Board of Directors at this time, the October 9, 2018, Executive Session meeting of the Board of Directors was adjourned at 7:55 p.m. to Regular Session.

ATTEST:



President


Date



Secretary