

**CALIFORNIA SUMMIT ALISO VIEJO ASSOCIATION
BOARD OF DIRECTORS GENERAL SESSION
MEETING MINUTES
OCTOBER 13, 2020**

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 October 13, 2020 via teleconference due to the Covid-19 pandemic.

GENERAL SESSION MEETING

CALL TO ORDER The meeting was called to order by President Chuck Williams at 6:06 p.m.

DIRECTORS PRESENT Charles (Chuck) Williams, President/ Treasurer
Jason Duca, Member at Large

DIRECTORS ABSENT Stephan Zechmair, Vice President/ Secretary

ALSO ATTENDING Brittany Kitts, Total Property Management, Inc.

HOMEOWNER FORUM There were no homeowners in attendance.

MEETING MINUTES The Board of Directors reviewed the Minutes from the July 14, 2020 Board Meeting. Following review and discussion, it was the general consent of the Board of Directors to approve the Minutes as presented pending revisions to the next Board Meeting date to read "October 13, 2020."

MONTHLY FINANCIALS/FINANCIAL ACTION

**MANAGEMENT
FINANCIAL REPORT** The Board of Directors reviewed the financial report as of September 30, 2020. Following review and discussion, it was the general consent of the Board of Directors to accept the Financials, subject to audit.

**OUTSTANDING AGING
REPORT** The Board of Directors reviewed the Outstanding Aging Report as of September 30, 2020. No additional action was required.

BIDS AND PROPOSALS – N/A

ADMINISTRATIVE

**MONUMENT SIGN
LIGHTING DISCUSSION** Board President, Chuck Williams advised there were no current updates.

**STREET SAFETY
CONCERNS DISCUSSION** Board President, Chuck Williams advised that he sent an email to the City regarding street safety but had not heard back from them in advance of the Board Meeting.

COLLECTION POLICY

The Board of Directors reviewed the revised collection policy and advised that it did not read accurately per the updates they requested. Following discussion, it was the general consent of the Board of Directors to have the collection policy updated per their request and sent to the attorney for review.

ARCHITECTURAL PROCEDURES

The Board briefly discussed the HOA's current architectural procedures. Following discussion, it was the general consent of the Board of Directors to table further discussion until the January 12, 2021 Board Meeting.

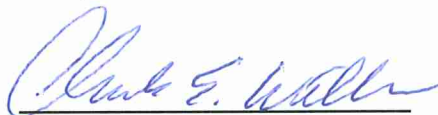
NEXT MEETING

The next Board of Directors Meeting is scheduled for Tuesday, January 12, 2021 at 6:00 PM. The location is to be determined. Due to Covid-19, the meeting may be held via teleconference.

ADJOURNMENT

There being no further business to come before the Board of Directors at this time, the October 13, 2020, General Session meeting of the Board of Directors was adjourned at 6:45 p.m.

ATTEST:



President



Secretary

1/27/2021

Date