

**CALIFORNIA SUMMIT ALISO VIEJO ASSOCIATION
BOARD OF DIRECTORS GENERAL SESSION
MEETING MINUTES
APRIL 13, 2021**

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 April 13, 2021 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 6:12 p.m.

DIRECTORS PRESENT Charles (Chuck) Williams, President
Jason Duca, Secretary
Stephan Zechmair, Treasurer

DIRECTORS ABSENT None

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 January 12, 2021 Board Meeting. Following review and discussion, it was the general consent of the Board of Directors to approve the Minutes as presented.

MONTHLY FINANCIALS/FINANCIAL ACTION

**MANAGEMENT
FINANCIAL REPORT** The Board of Directors reviewed the financial report as of March 31, 2021. 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 March 31, 2021. No additional action was required.

INSURANCE RENEWAL The Board of Directors reviewed an insurance renewal proposal submitted by Alera Group with an annual premium of \$2,809.00. Following review and discussion, it was the general consent of the Board of Directors to ratify approval of the proposal.

BIDS AND PROPOSALS

MAJORITY RULES The Board of Directors reviewed a proposal submitted by Majority Rules for Inspector of Elections services in the amount of \$784.60. Following review and discussion, it was the general consent of the Board of Directors to approve the proposal.

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ADMINISTRATIVE

**DRAFT COLLECTION
POLICY**

The Board of Directors reviewed the draft collection policy following the 28- day comment period in which the policy was sent to the Membership. Following review and discussion, it was the general consent of the Board of Directors to formally adopt the collection policy.

**MONUMENT SIGN
LIGHTING DISCUSSION**

Board President, Chuck Williams advised that he was officially appointed as the associations delegate for the Master HOA. He will present his request for the monument sign to the Master HOA (AVCA) Board of Directors. Chuck also advised that he is working with Edison to install an electric meter. The City is not in favor of the meter as it may clutter the area. The City would own the meter and cabling and the HOA would be responsible for electricity costs.

**STREET SAFETY
CONCERNS DISCUSSION**

Board President, Chuck Williams advised the City will restripe the street lanes and look into expanding the lanes when street work is needed in that area.


NEXT MEETING


The next Board of Directors Meeting is scheduled for Tuesday, July 13, 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 April 13, 2021, General Session meeting of the Board of Directors was adjourned at 6:37 p.m.

ATTEST:

DocuSigned by:

President 5CA84E8...

DocuSigned by:

Secretary 899047FE447...

8/2/2021 Charles "Chuck" Williams
Date

8/11/2021 Jason Duca