

GARDEN ESTATES MAINTENANCE ASSOCIATION
REGULAR MEETING OF THE BOARD OF DIRECTORS
NOVEMBER 12, 2019

The Regular Meeting of the Board of Directors of the Garden Estates Maintenance Association was held on Tuesday, November 12, 2019, at the Woodbridge Village Clubhouse, 31 Creek Road, Irvine, CA. The President, Stephen Corea, called the Meeting to order at 6:37 p.m.

Directors Present: Steve Corea
Ron Gravell
Lee Schneider

Directors Absent: Katherine Williams

Representing Cardinal: Lisa Bryce, Account Manager

Others Present: Jerry and Melinda Coleman
Ralph Del Campo
Dave Nelson

The Directors discussed Organizing the Board of Directors. A Motion was duly made, seconded, and unanimously carried to not change the Board of Director offices.

A Motion was duly made, seconded, and unanimously carried to approve the September 10, 2019 Regular Meeting Minutes, as submitted.

A Motion was duly made, seconded, and unanimously carried to accept the August 2019 and September 2019 Financial Statements as presented, subject to audit. The Directors noted the Financial Statements had been reviewed monthly. Cardinal was requested to run a general ledger for the following accounts: 6310, 6450, and 6356.

The Directors reviewed the collection status report. No action was required.

Director Corea opened the Homeowner Forum.

The owner from 411 E. Yale Loop was present to request reimbursement for painting the ceiling after a roof leak, reported that the patio door was crooked, and the garage door paint was bubbling. A Motion was duly made, seconded, and unanimously carried to approve reimbursing the owner the painting cost that the Board had previously approved. Cardinal was requested to issue a work order for the crooked patio door and the bubbling paint on the garage door.

The owner from 415 E. Yale Loop was present to report that the driveway concrete still had not been replaced, and shared his frustration with the length of time the process had taken.

Director Corea discussed the front door that needed to be replaced at his residence, and that they found no insulation in the walls after some electrical work he was having completed.

CALL TO
ORDER

ORGANIZATION
OF THE BOARD

APPROVAL OF
MINUTES

FINANCIAL
STATEMENTS

COLLECTION
STATUS REP.
H/O FORUM

411 E. YALE LOOP

415 E. YALE LOOP

494 E. YALE LOOP

As there were no other owners who wished to address the Board, the Homeowner Forum was closed.

H/O FORUM
CLOSED

The Architectural Committee reported that they had approved one application for a window replacement.

ARCH. CMTE.

The Landscape Committee Chair reported on landscape matters. A Motion was duly made, seconded, and unanimously carried to approve the proposal received from Las Flores Landscape to install a new weather track system at a cost of \$29,220.00, to be charged to reserves, and the plant design from Vivien Moreno at a cost of \$450.00.

LANDSCAPE
CMTE.

The Directors reviewed the proposal received from 24 HRC. A Motion was duly made, seconded, and unanimously carried to approve the proposal from 24 HRC to replace the two side doors at 443 E. Yale Loop at a cost of \$3,600.00, to be charged to reserves.

443 E. YALE LOOP

The Directors reviewed the proposal from PCW Contracting. A Motion was duly made, seconded, and unanimously carried to approve the proposal to repair the fence at 364 E. Yale Loop at a cost of \$905.00, to be charged to reserves.

364 E. YALE LOOP

The Directors reviewed the proposal from CAPCA. A Motion was duly made, seconded, and unanimously carried to approve the proposal to renew the FHA certification at a cost of \$599.00.

FHA RENEWAL

The Directors reviewed the Annual Calendar. No action was required.

ANNUAL
CALENDAR

The next Board Meeting was scheduled for January 14, 2020.

SCHEDULED
BOARD MEETING
ADJOURN

There being no further business, the Meeting was adjourned at 7:26 p.m.

Submitted by: Lisa Bryce, Account Manager

SUBMITTED

ATTEST:

ATTEST

Stephen Corea, President

Date

SECRETARY CERTIFICATION

CERTIFY

I, Lee Schneider, the appointed Secretary of the Garden Estates Maintenance Association, do hereby certify that the foregoing is a true and correct copy of the Minutes of the Garden Estates Maintenance Association Board of Directors Meeting held on November 12, 2019, as approved by the Board Members in attendance of the Meeting.

Lee Schneider, Secretary

Date