

GARDEN ESTATES MAINTENANCE ASSOCIATION
REGULAR MEETING OF THE BOARD OF DIRECTORS
JANUARY 28, 2020

The Regular Meeting of the Board of Directors of the Garden Estates Maintenance Association was held on Tuesday, January 28, 2020, at the Woodbridge Village Clubhouse, 31 Creek Road, Irvine, CA. The President, Stephen Corea, called the Meeting to order at 6:30 p.m.

Directors Present: Steve Corea
Ron Gravell
Lee Schneider
Katherine Williams

Directors Absent: None

Representing Cardinal: Lisa Bryce, Account Manager

Others Present: Eugene Char

A Motion was duly made, seconded, and unanimously carried to approve the November 12, 2019 Regular Meeting Minutes, as submitted.

A Motion was duly made, seconded, and unanimously carried to accept the October 2019 and November 2019 Financial Statements as presented, subject to audit. The Directors noted the Financial Statements had been reviewed monthly.

The Directors reviewed the collection status report.

The Directors reviewed the proposals from Inouye, Shively, and Klatt, and Owens, Moskowitz and Associates. A Motion was duly made, seconded, and unanimously carried to approve Inouye, Shively, and Klatt to perform the 2019 Audit and Tax Returns at a cost of \$900.00.

Director Corea opened the Homeowner Forum.

The owner from 350 E. Yale Loop was present to discuss reimbursement for a gas leak and water leaking into the garage. It was noted that the reimbursement was on the Agenda. Cardinal was requested to issue a work order to have the water leaking into the garage inspected.

The owner from 494 E. Yale Loop was present to request reimbursement for multiple items. It was noted that the requests would be on the March 2020 Agenda for review.

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

There was no report from the Architectural Committee.

The Landscape Committee Chair reported on landscape matters.

CALL TO
ORDER

APPROVAL OF
MINUTES

FINANCIAL
STATEMENTS

COLLECTION
STATUS REP.
2019 AUDIT AND
TAX RETURNS

H/O FORUM

350 E. YALE LOOP

494 E. YALE LOOP

H/O FORUM
CLOSED

ARCH. CMTE.

LANDSCAPE
CMTE.

The Directors tabled the review of the tree and shrub list to the next Board Meeting.

The Directors reviewed the proposals received from Elite Roofing. A Motion was duly made, seconded, and unanimously carried to approve the proposal from Elite Roofing for roof repairs at 384, 386, and 388 E. Yale Loop at a cost of \$10,900.00, to be charged to reserves, and the roof repair at 486 E. Yale Loop at a cost of \$6,984.00, to be charged to reserves.

The Directors reviewed the proposal from PCW Contracting. A Motion was duly made, seconded, and carried to approve the proposal to repair the fence at 494 E. Yale Loop at a cost of \$1,325.00, to be charged to reserves. Director Corea abstained.

The Directors reviewed options for new front doors. A Motion was duly made, seconded, and unanimously carried to approve the new front door standard. Cardinal was requested to add the new front door to the Architectural file.

The Directors reviewed the correspondence received from the owner with account #GM0512276 requesting reimbursement for a gas leak. A Motion was duly made, seconded, and unanimously carried to approve the reimbursement at a cost of \$1,599.98, to be charged to reserves.

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

The next Board Meeting was scheduled for March 10, 2020.

There being no further business, the Meeting was adjourned at 6:56 p.m.

Submitted by: Lisa Bryce, Account Manager

ATTEST:

Stephen Corea, President

Date

SECRETARY CERTIFICATION

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 January 28, 2020, as approved by the Board Members in attendance of the Meeting.

Lee Schneider, Secretary

Date

TREE AND SHRUB LIST

384, 386, AND 388 E. YALE LOOP

494 E. YALE LOOP

FRONT DOOR STANDARD

#GM0512276

ANNUAL CALENDAR SCHEDULED BOARD MEETING ADJOURN

SUBMITTED

ATTEST

CERTIFY