

**SAN LORENZO COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JANUARY 26, 2009
MINUTES**

- NOTICE** With notice given and received, the Regular Meeting of the Board of Directors of the San Lorenzo Community Association was held on January 26, 2009, at the San Lorenzo Clubhouse.
- PRESENT** Brooke Thomas, President
Jim Holas, Vice President
Joe Capotrio, Treasurer
Damien Delany, Member at Large
- Taryn Martin, Action Property Management, Inc.
Seven (7) homeowners
- ABSENT** Annette Gilbert, Secretary
- CALL TO ORDER** The meeting was called to order at 6:00 P.M. by Brooke Thomas, President
- APPROVAL OF AGENDA** A motion was made, seconded and carried unanimously to approve the meeting agenda as presented.
- EXECUTIVE SESSION DISCLOSURE** The following topics have been discussed in the Executive Session immediately preceding the Board meeting; Lien Resolutions.
- COMMITTEE REPORTS** **Clubhouse Committee** – The clubhouse committee provided their monthly meeting minutes to the Board for review listing the items needing attention and the rentals for the month. A motion was duly made, seconded and carried to approve Patty Pichler becoming a member of the clubhouse committee.
- OPEN FORUM** Seven (7) homeowners were present to listen to issues including: landscaping, stop sign on Emerald Downs, annual meeting and non-compliance issues.
- CONSENT CALENDAR** A motion was duly made and seconded to approve the minutes of the executive meeting held on November 24, 2008 as presented and the regular meeting held on November 24, 2008 with amendments. Motion carried unanimously. The Consent Calendar will become a part of and is attached to these minutes.

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**UNFINISHED
BUSINESS**

Clubhouse Reservation Guidelines & Clubhouse Rental Applications

Management provided the revised Clubhouse Reservation Guidelines and the Clubhouse Rental Application for the Board to review. The Board requested Management contact the insurance agent to verify \$300,000 would be enough coverage for the Homeowners to provide on the insurance document naming the association as an additional insured. Management is to email the information along with the revised guidelines and application to the Board for review before including in the community handbook.

Community Handbook

Management included the revised Community Handbook for the Board to review. The Board informed Management of more changes to be made to the handbook and requested it be emailed to the Board for review prior to mailing.

**NEW
BUSINESS**

CLS Billing Audit

Management included the payment history in regard to monthly landscape maintenance with CLS Landscape Services. The Board requested Management send a letter to CLS Landscape Services informing them they over-charged the association a total of \$9,073.18 and are requesting reimbursement.

Additional Stop Sign on Emerald Downs

Management included the item on the agenda after receiving a request from a Homeowner to add an additional stop sign to the corner of Emerald Downs and Kentucky Downs. A motion was duly made and seconded to deny the Homeowner's request. Motion carried unanimously.

Lien Resolutions

In accordance with the Association's Collection Policy, a lien should be filed against units 4802140760, 4802161620, 4802160631 and 4802110240 for delinquent assessments, late charges, and the costs of collection. A motion was duly made and seconded to file liens against units 4802140760, 4802161620, 4802160631 and 4802110240. Motion carried unanimously.

Spa Heater Vent & Pool Heater Replacement

Management included the report and proposal as provided by Aquatrends in regard to replacing the spa heater vent and pool heater. A motion was duly made and seconded to approve the proposal to replace the spa heater vent and pool heater. Motion carried unanimously. The Board requested Management ensure a new warranty comes with the pool heater and the cost will be expended from reserves.

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Proposal for Additional Bait Stations

Management included the proposal as provided by Rodent Pest Technologies, Inc. in regard to adding additional bait stations throughout the community. The Board requested Management research what the new budgeted amount is for pest control management and to pull the work orders in regard to rodent/pest control to see where in the community the problems are occurring.

Annual Roof Maintenance Proposals

Management presented annual roof maintenance proposals as provided by Antis Roof and Weatherproofing and McCormack Roofing for the Board to review. The Board requested a third proposal and for all three to be included in next month's Directors Report.

Follow up on Rules Violations

This item was included on the agenda for the Board to discuss. The Board requested Management to include the fines assessed to homeowners accounts in regard to outstanding non-compliance issues be included within the non-compliance report.

Annual Meeting Documents

A motion was duly made, seconded and carried to approve: the Annual Meeting to be held on April 27, 2009 at 6pm with the Executive Session starting at 4:00 P.M. and the Regular Session starting at 4:30 P.M.; candidate statements will be mailed by Management; Record Date of Ownership to be thirty (30) days prior to the date of the Annual Meeting; cumulative voting will be allowed; agenda without the accomplishments of the year; excess funds to be allocated to the Reserve fund; mail request for an inspector of election to the homeowners; attorney present; adjourned Annual Meeting date set as May 25, 2009.

**NEXT
MEETING**

The next regular meeting of the Board of Directors will be held on February 23, 2009 at 6:00 P.M. at the San Lorenzo Clubhouse.

ADJOURN

There being no further business to come before the Board at this time, the meeting was adjourned at 8:00 P.M.

APPROVED BY THE BOARD OF DIRECTORS 2/23/09.