

**SAN LORENZO COMMUNITY ASSOCIATION
REGULAR SESSION OF THE BOARD OF DIRECTORS
NOVEMBER 29, 2010**

MINUTES

NOTICE Upon due notice given and received, the Regular Session of the Board of Directors of the San Lorenzo Community Association was held on November 29, 2010, at the Community Clubhouse in Yorba Linda, California.

PRESENT Jim Domen, President
Carlos Rodriguez, Vice President
Fred Schultz, Treasurer
Jessie Ortiz, Secretary
Rick Reilly, Member at Large

Eric Fordyce, Action Property Management, Inc.

CALL TO ORDER The meeting was called to order at 7:01 P.M. by Jim Domen, Board President.

**EXECUTIVE
SESSION
DISCLOSURE**

Management informed the members that there was an Executive Session that was held prior to that meeting on September 27, 2010 to discuss member discipline and collection matters.

**PLEDGE OF
ALLEGIANCE
INVOCATION**

One of owners led the pledge of allegiance invocation.

OPEN FORUM

Items discussed were potential reduced in Reserve account, tree trimming, Action with a Meeting, budget, holiday lights, patrol service, responsibility to uphold CC&Rs, landscaping improvements, perimeter fence painting, 4-way stop at the entrance, and owners thanking the Board for all their efforts.

**CONSENT
CALENDAR**

Motion was duly made by Jim Domen, seconded by Carlos Rodriguez, and carried unanimously to accept all items A - D appearing on the Consent Calendar.

**COMMITTEE
REPORTS**

Clubhouse Committee
No report provide by committee

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Social Committee

No report provide by committee

Street Committee

No report provide by committee.

**UNFINISHED
BUSINESS**

Garage Door and Trim Painting

The Board of Directors reviewed the three proposals received in regards to garage door painting and trim painting. Motion was duly made by Rick Reilly, seconded by Fred Schultz, and carried unanimously to approve Pilot Painting in the amount of \$13,800.

Draft Budget / Reserve Study

The Board of Directors reviewed the proposed 2011 budget presented by Fred Schultz, Treasurer. Motion was duly made by Carlos Rodriguez, seconded by Jim Domen, and majority vote carried to approve a 0% increase for the 2011 Budget.

The Board of Directors reviewed the 30 Year Funding Plan submitted by ARS Reserve Analysis. Motion was duly made by Jessie Ortiz, seconded by Jim Domen, and carried unanimously to approve the 30 Year Funding Plan as presented.

NEW BUSINESS

Plexiglass Wall Proposal

The Board of Directors reviewed the proposal from Protec Building Services. The Board requested Management to provide competitive proposals to match the scope of work by Protec and present them at the next meeting in January 2011.

Roof Tile Inspection / Repair Contract

The Board of Directors reviewed two proposals submitted by PCW and JP Contractors. Motion was duly made by Rick Reilly, seconded by Carlos Rodriguez, and carried unanimously to approve PCW proposal as presented.

Key FOB Proposal

The Board of Directors reviewed the proposal submitted by Mulholland Security. The Board requested Management to provide competitive proposals to FOB one main pool gate and have Mulholland to update their proposal for the January meeting.

Investments Authorizations

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The Board of Directors reviewed the recommended investment plan provided by Action Property Management. Motion was duly made by Fred Schultz, seconded by Rick Reilly, and carried unanimously to approve the recommended investment plan as presented.

Fire Protection Proposals

The Board of Directors reviewed the proposal submitted Harris Fire Protection in regarding to the 5 year fire sprinkler inspection. Jim Domen will contact Harris Fire Protection to try to reduce the cost. Motion was duly made by Rick Reilly, seconded by Carlos Rodriguez, and carried unanimously to approve Harris Fire Proposal not to exceed \$14,000.

Adoption of the Annual Maintenance Calendar

The Board of Directors reviewed the proposed 2011 Annual Maintenance Calendar presented by Action Property Management. The Board requested Management to present tree trimming proposals in August and holiday lights proposals in October. Motion was duly made by Fred Schultz, seconded by Jim Domen, and carried unanimously to approve 2011 Annual Maintenance Calendar with the Board's changes.

2011 Annual Meeting

Of the Five Directors, three of the terms will expire this year; those Directors are Jim Domen, Carlos Rodriguez, and Rick Reilly.

Following is an outline of the decisions required by the Board of Directors for scheduling and preparation for the Annual Meeting:

- 1) Date, time and location: **April 25, 2011 at 7:00pm at the Association Clubhouse.**
- 2) Does the Board wish to conduct a Regular Meeting prior to the Annual Meeting? **Yes, at 6:00pm.**
- 3) A motion is required to direct Management to send a request for candidates to all members and to accept into nomination all candidates whose statements are received by the deadline date. **A motion was duly made and seconded, and carried unanimously to mail the request of candidate statements in February 2011 with a deadline of March 18, 2010.**

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4) Determine whether Suspension Hearings will be held: The Association's Bylaws, Article VII, Section 7.4 state that voting rights may be suspended if the homeowner is not a member in good standing; i.e. assessments are past due or there are outstanding non-compliance issues. Does the Board wish to exercise their right under this Section and hold Suspensions Hearings? **Yes**

5) Record Date of Ownership: The Association's Bylaws, Article IV, Section 4.9 provide that the Board may establish a record date for determining Members entitled to vote at the meeting. This date must be between 10 to 60 days prior to the meeting. After this date, new members will not be eligible to participate in the meeting. Does the Board wish to establish the Record Date of Ownership? **10 days**

6) Cumulative Voting: The Association's Bylaws, Article II, Section 2.3, allow the members to cumulate their votes provided that a member announces his or her intention to vote cumulatively. Cumulative Voting means that a Member may cast all votes for one Candidate or divide up the votes among the Candidates at his or her option. No fractional votes are permitted or allowed. Does a member of the Board wish to make this announcement? **Yes, cumulative voting**

7) Approval of Agenda: **Yes**

A) Does the Board wish to make a presentation to the membership outlining its accomplishments for the past year, and goals for the coming year? **Yes**

B) Will there be retiring Directors? **Rick Reilly**; Does the Board wish to recognize? **No**

8) Recommendation regarding Excess Funds Resolution:

Apply to Following Year Assessments: Any excess funds would be allocated to the Operating Budget, thereby decreasing or eliminating the need for an increase in assessments that may be deemed necessary by the Board of Directors.

9) Appoint Ballot Inspectors: Inspector(s) of Election should be appointed at least 60 days prior to the Annual Meeting date to allow them an opportunity to review the Election and Voting Rules. Appointments may be made in an open session of the Board or via Action without Meeting.

A) Appointment Ballot Inspectors, 1 or 3, from known member/volunteers

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10) Attorney: Management recommends that the attorney be in attendance. The Association has the firm of Cane Walker & Harkins on retainer. Attendance at the Annual Meeting is a part of that agreement. Having the attorney present is strongly recommended to assist the ballot inspectors. **Yes**

11) Set an Adjourned meeting date: If the quorum requirement is not met, the Adjourned Annual Meeting must be held within 30 days. **May 23, 2011 at 7:00pm at the Association Clubhouse.**

Fidelity Bond Coverage

The Board of Directors reviewed the current coverage of \$400,000. Motion was duly made by Jessie Ortiz, seconded by Fred Schultz, and carried unanimously to approve the recommended increase coverage of \$900,000 with a premium not to exceed \$300.

Delinquencies

The Board of Directors reviewed the October 4, 2010 delinquency report provided by Management. Motion was duly made by Jim Domen, seconded by Fred Schultz, and carried unanimously to move forward with the mini asset investigation for account #4802110420.

ADJOURN

There being further Regular Session business to come before the Board at this time, the meeting was adjourned at 8:40 P.M. by Jim Domen, Board President.

ATTEST

Respectfully Submitted by Eric Fordyce, Manager of Community Services

APPROVED