

**Provence d'Aliso Community Association  
Board of Directors Meeting  
April 20, 2009**

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Upon due notice, given and received, the Board of Directors of the Provence d'Aliso Community Association held the regular monthly Board of Directors Meeting on Monday, April 20, 2009 at the Gauguin Pool Clubhouse, Aliso Viejo, California. The Board President, Gaylyn Kinnett, called the Meeting to order at 7:05 p.m. with a quorum of Directors present.

**Directors Present**

Gaylyn Kinnett, President  
Bill Dearing, Vice President  
Michael Perlongo, Treasurer  
Melissa Murphy, Secretary  
Jason Frenn, Director at Large

**Directors Absent**

None

**Also Attending**

Debra Lobichusky, Accell Property Management, Inc.

**Agenda**

It was by the unanimous general consent of the Board of Directors to approve the April 20, 2009 Meeting Notice and Agenda as posted.

**Executive Session Meeting Matters**

In accordance with California Civil Code Section 1363.05, the Board noted that the following items were discussed in an Executive Session Meeting held April 20, 2009:

1. Minutes
2. Member Discipline
3. Towing Reimbursements
4. Gauguin Clubhouse Window Replacement
5. Late Fee Waiver Requests
6. Statements of Account Preliminary to Levying of Liens
7. Delinquencies
8. Resolutions to Foreclose
9. Case History Summary Report

Executive Session

38 10. Legal Correspondence  
39 The foregoing declaration is pursuant to the general consent of the Board of  
40 Directors.

41  
42 **Community Updates by President Gaylyn Kinnett**

Community Updat

43 The Board President provided the members in attendance with an update on  
44 community matters to include the following:

- 45 1. Upgrades to the Pool Areas
- 46 2. Quarterly Entrance Color Changes
- 47 3. Landscape and tree trimming updates
- 48 4. Budget Preparation

49  
50 **Open Forum**

Open Forum

51 In accordance with the State Statute, homeowners present were given an  
52 opportunity to address the Board of Directors. The following items were  
53 discussed during the Homeowner Open Forum:

- 54 1. Towing Reimbursement
- 55 2. Approval for Tree Removal (128 Matisse)

56  
57 **Minutes**

Minutes

58 The Board of Directors reviewed the Minutes from the February 11, 2009  
59 Regular Session Meeting. Following review, a motion was made by Gaylyn  
60 Kinnett, and seconded by Bill Dearing to approve the February 11, 2009  
61 Regular Session Meeting Minutes as presented. The motion carried  
62 unanimously.

63  
64 The Board of Directors reviewed the Minutes from the February 11, 2009  
65 Organizational Meeting. Following review, a motion was made by Gaylyn  
66 Kinnett, and seconded by Bill Dearing to approve the February 11, 2009  
67 Regular Session Meeting Minutes as presented. The motion carried  
68 unanimously.

Minutes

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70 **Lien Authorization Consent Calendar**

Liens

71 The Board of Directors reviewed the Lien Authorization Consent Calendar  
72 for the following accounts: 110086, 109994, 110152, 110069, 110126 and  
73 110009. Following review, it was the general consent of the Board of  
74 Directors to approve the Lien Authorization Consent Calendar for the

75 following accounts: 109994, 110152, 110069 and 110009, excluding accounts  
76 110086 and 110126 as these two (2) accounts have been brought current.

77

78 **Committee Review**

79 The Board reviewed and discussed the following committee reports:

80 **Parking Committee** – No new business was presented.

81 **Architectural Review Committee (ARC)** – No new business was presented.

82 **Website Committee** – No new business was presented.

83 **Landscape** – No new business was presented.

84 **Clubhouse** – No new business was presented.

85 **Finance** – No new business was presented.

86

87 **Board Actions**

88

89 **73 Matisse Circle – Special Resolution**

90 The Board of Directors reviewed the Special Resolution for Emergency Roof  
91 Repairs due to water damage for the roof at 73 Matisse. Following review, it  
92 was the general consent of the Board of Directors to approve the special  
93 resolution for the emergency roof repairs at 73 Matisse Circle in the amount  
94 of three thousand eight hundred dollars and no cents (\$3,800.00).

95

96 **BP Services Proposal for Furnace Replacement at the Matisse Gym**

97 The Board of Directors reviewed the proposal for furnace replacement at the  
98 Matisse gym submitted by BP Services. Following review, the Board voted  
99 not to replace the furnace at this time, as they did not feel the need with the  
100 summer months approaching.

101

102 **DM Construction Proposals – 23 & 117 Matisse Circle**

103 The Board of Directors reviewed the proposal for balcony repairs at 23  
104 Matisse Circle per the service request issued regarding the rear balcony  
105 deteriorating. Following review, it was the general consent of the Board of  
106 Directors to approve the proposal submitted by DM Construction for the  
107 repairs to the balcony in the amount of nine hundred sixty one dollars and  
108 no cents (\$961.00).

109

110 The Board of Directors reviewed the proposals for balcony handrail and  
111 stucco repairs at 117 Matisse Circle per the service request issued regarding  
112 the balcony railing. Following review, it was the general consent of the

113 Board of Directors to approve the proposals submitted by DM Construction  
114 for the repairs to the balcony and stucco in the amount of thirteen hundred  
115 five dollars and no cents (\$1,305.00).

116

117 **MCC Construction Proposals – 149 Matisse Circle, 27 Gauguin Circle, 132**  
118 **Gauguin Circle and 151 Matisse Circle**

119 The Board of Directors reviewed the proposal submitted by MCC  
120 Construction for water damage repairs from recent slab leaks in the  
121 following units: 149 Matisse Circle, 27 Gauguin Circle, 132 Gauguin Circle  
122 and 151 Matisse Circle. Following review, it was the general consent of the  
123 Board of Directors to approve all three proposals as follows: 149 Matisse  
124 Circle in the amount of eight hundred ninety nine dollars and seventy two  
125 cents (\$899.72), 27 Gauguin Circle in the amount of six hundred five dollars  
126 and no cents (\$605.00), 132 Gauguin Circle in the amount of one thousand  
127 fifty four dollars and seventy eight centers (\$1,154.78) and 151 Matisse  
128 Circle in the amount of eight hundred twenty two dollars and thirty six  
129 cents (822.36).

130

131 **Artistic Maintenance Proposal – Palm Tree Trimming**

132 The Board of Directors reviewed the proposal submitted by Artistic  
133 Maintenance, Inc. for palm tree trimming within the community. Following  
134 review, it was the general consent of the Board of Directors to tabled action  
135 on this item pending further financial review.

136

137 **Precision Wrought Iron Proposal – Tennis and Basketball Court Painting**

138 The Board of Directors reviewed the proposal submitted by Precision  
139 Wrought Iron for the painting of the tennis and basketball courts. Following  
140 review, it was the general consent of the Board of Directors to tabled action  
141 on this item pending further financial review.

142

143 **Pool Trellis Repair and Replacement Proposals**

144 The Board of Directors reviewed the proposals submitted by various  
145 vendors for the repair and replacement of the pool trellises. Following  
146 review, it was the general consent of the Board of Directors to tabled action  
147 on this item pending further financial review.

148 **Matisse Restroom Toilet Replacement Proposals**

149 The Board of Directors reviewed the proposals submitted by various  
150 vendors for the repair and replacement of the toilet in the Matisse Circle  
151 pool restrooms. Following review, it was the general consent of the Board of  
152 Directors to tabled action on this item pending further financial review.

153

154 **166 Matisse Circle - Sewer Repair Proposal**

155 The Board of Directors reviewed the proposals submitted by various  
156 vendors for the repair of the main sewer line under the driveway at 166  
157 Matisse Circle. Following review, a motion was made by Melissa Murphy,  
158 seconded by Gaylyn Kinnett to approve the repair of the main sewer line at  
159 166 Matisse Circle in the amount of eighteen hundred dollars and no cents  
160 (\$1,800.00).

161

162 **Personal Touch Proposal**

163 The Board of Directors reviewed the proposal submitted by Personal Touch  
164 for an increase in service from two (2) days per week to three (3) days per  
165 week. Following review, it was the general consent of the Board of Directors  
166 to deny the proposal for the service increase and direct Management to  
167 contact Artistic Maintenance to see if this is included in their contract.

168

169 **Commercial Pools Inc. Correspondence**

170 The Board of Directors reviewed the correspondence submitted by  
171 Commercial Pools Inc. regarding pool light energy cost cutting evaluation.

172

173 **Reserve Study Draft**

174 The Board of Directors reviewed the Reserve Study Draft prepared by  
175 McCaffery Reserve Consulting. Following review, a motion was made by  
176 Michael Perlongo, seconded by Melissa Murphy to approve the Reserve  
177 Study Draft as submitted. The motion unanimously passed.

178

179 **UBS Financial Services**

180 The Board of Directors reviewed the correspondence submitted by Accell  
181 Property Management, Inc. regarding the association's low liquid reserve  
182 funds. Following review, a motion was made by Michael Perlongo,  
183 seconded by Gaylyn Kinnett to approve to close the UBS Financial Services  
184 CD Account XV27692 51 in the amount of sixty thousand dollars and no  
185 cents (\$60,000.00). The Board also directed Management to contact other

186 financial advisors to present options to the Board at the next meeting on  
187 June 20, 2009.

188

189 **Financials**

190 The Board of Directors reviewed the financial statements and bank  
191 reconciliation for the periods ending February 28, 2009 and March 31, 2009.

Financials

192

193 **Adjournment**

194 There being no further business to come before the Board of Directors, it was  
195 the general consent of the Board of Directors to adjourn the meeting at 8:00

Adjournment

196 p.m.

197

198 **Attest**

Attest

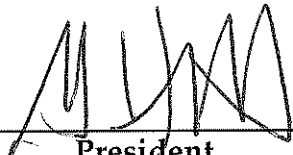
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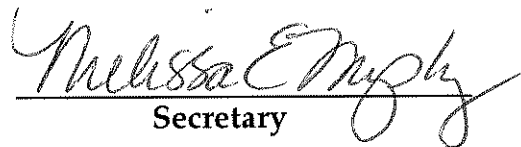
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President

  
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Secretary