

**Provence d'Aliso Community Association
Board of Directors Meeting
October 19, 2009**

1
2 Upon due notice, given and received, the Board of Directors of the Provence
3 d'Aliso Community Association held the regular monthly Board of Directors
4 Meeting on Monday, October 19, 2009 at the Gauguin Pool Clubhouse, Aliso
5 Viejo, California. The Board President, Gaylyn Kinnett, called the Meeting to
6 order at 7:00 p.m. with a quorum of Directors present.

7
8 **Directors Present**

9 Gaylyn Kinnett, President
10 Bill Dearing, Vice President
11 Melissa Murphy, Secretary

12
13 **Directors Absent**

14 Michael Perlongo, Treasurer
15 Jason Frenn, Director at Large

16
17 **Also Attending**

18 Debra Lobichusky, Accell Property Management, Inc.
19

20 **Agenda**

21 It was by the unanimous general consent of the Board of Directors to approve
22 the October 19, 2009 Meeting Notice and Agenda as posted.

Agenda

23
24 **Executive Session Meeting Matters**

25 In accordance with California Civil Code Section 1363.05, the Board noted
26 that the following items were discussed in an Executive Session Meeting held
27 October 19, 2009:

Executive Session

- 28 1. Minutes
- 29 2. Member Discipline
- 30 3. Statements of Account Preliminary to Levying of Liens
- 31 4. Homeowner Correspondence
- 32 5. Late Fee and Pre-Lien Fee Waiver Requests
- 33 6. Payment Plan Request
- 34 7. Delinquencies
- 35 8. Legal Correspondence
- 36 9. Bare Walls CC&R Change
- 37 10. City of Aliso Viejo Correspondence

38 The foregoing declaration is pursuant to the general consent of the Board of
39 Directors.

40

41 **Community Updates by President Gaylyn Kinnett**

Community Updat

42 There were no community members in attendance to address.

43

44 **Open Forum**

Open Forum

45 There were no homeowners present to address the Board of Directors.

46

47 **Minutes**

Minutes

48 The Board of Directors reviewed the Minutes from the August 17, 2009
49 Regular Session Meeting. Following review, a motion was made by Gaylyn
50 Kinnett, and seconded by Michael Perlongo to approve the August 17, 2009
51 Regular Session Meeting Minutes as presented. The motion carried
52 unanimously.

53

54 **Lien Authorization Consent Calendar**

Liens

55 The Board of Directors reviewed the Lien Authorization Consent Calendar
56 for the following accounts: 109960, 110084, 109929, 109948, 109977, 110036,
57 109989 and 110126. Following review, it was the general consent of the
58 Board of Directors to approve the Lien Authorization Consent Calendar for
59 the following accounts: 110084, 109929, 109948, 109977, 110036 and 110126;
60 excluding account 109960 and 109989.

61

62 **Committee Review**

Committee Review

63 The Board reviewed and discussed the following committee reports:

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

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

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

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

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

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

70

71 **Board Actions**

72

73 **Holiday Lighting**

Earth First

74 The Board of Directors reviewed the proposals for holiday lighting
75 submitted by various vendors. Following review, it was the general consent

Lighting

76 of the Board of Directors to approve the holiday lighting proposal
77 submitted by Earth First Lighting in the amount of twenty seven hundred
78 dollars and no cents (\$2,700.00).

79

80 **Fitness Center Equipment**

81 The Board of Directors reviewed the proposal submitted by Coast Fitness
82 for new equipment for the fitness centers. Following review, it was the
83 general consent of the Board of Directors to table action on this item until
84 the next meeting date to be determined at the December 7, 2009 Executive
85 Session Meeting.

86

87 **104 Gauguin Circle – Clearance Air Testing**

88 The Board of Directors reviewed the proposal for air quality testing at 104
89 Gauguin Circle due to a slab leak submitted by Pacific Air Quality Testing.
90 Following review, it was the general consent of the Board of Directors to
91 approve the proposal for air quality testing in the amount of seven hundred
92 ninety five dollars and no cents (\$795.00).

Pacific Air Quality

93

94 **104 Gauguin Circle – Interior Repairs due to a Slab Leak**

MCC Construction

95 The Board of Directors reviewed the proposal for interior repairs at 104
96 Gauguin Circle due to a slab leak submitted by MCC Construction and
97 Restoration Services. Following review, it was the general consent of the
98 Board of Directors to approve the proposal for interior repairs in the
99 amount of nine thousand one hundred nineteen dollars and sixty cents
100 (\$9,119.60).

101

102 **102 Gauguin Circle – Clearance Air Testing**

Pacific Air Quality

103 The Board of Directors reviewed the proposal for interior repairs at 102
104 Gauguin Circle due to a slab leak submitted by Pacific Air Quality Testing.
105 Following review, it was the general consent of the Board of Directors to
106 approve the proposal for air quality testing in the amount of seven hundred
107 ninety five dollars and no cents (\$795.00).

108

109 **102 Gauguin Circle – Interior Repairs due to a Slab Leak**

MCC Construction

110 The Board of Directors reviewed the proposal for interior repairs at 102
111 Gauguin Circle due to a slab leak submitted by MCC Construction and
112 Restoration Services. Following review, it was the general consent of the
113 Board of Directors to approve the proposal for interior repairs in the

114 amount of three thousand five hundred five dollars and no cents
115 (\$3,505.02).

116

117 **45 Matisse Circle – Interior Repairs due to a Slab Leak**

118 The Board of Directors reviewed the proposal for interior repairs at 45
119 Matisse Circle due to a slab leak submitted by MCC Construction and
120 Restoration Services. Following review, it was the general consent of the
121 Board of Directors to approve the proposal for interior repairs in the
122 amount of three hundred forty five dollars and no cents (\$345.00).

MCC Construction

123

124 **73 Matisse Circle – Interior Repairs due to a Slab Leak**

125 The Board of Directors reviewed the proposal for interior repairs at 73
126 Matisse Circle due to a slab leak submitted by MCC Construction and
127 Restoration Services. Following review, it was the general consent of the
128 Board of Directors to approve the proposal for interior repairs in the
129 amount of one thousand eighty seven dollars and no cents (\$1,087.00).

MCC Construction

130

131 **90 Matisse Circle – Clearance Air Testing**

132 The Board of Directors reviewed the proposal for air quality testing at 90
133 Matisse Circle due to a slab leak submitted by Pacific Air Quality Testing.
134 Following review, it was the general consent of the Board of Directors to
135 approve the proposal for air quality testing in the amount of seven hundred
136 twenty dollars and no cents (\$720.00).

Pacific Air Quality

137

138 **90 Matisse Circle – Interior Repairs due to a Slab Leak**

139 The Board of Directors reviewed the proposal for interior repairs at 90
140 Matisse Circle due to a slab leak submitted by MCC Construction and
141 Restoration Services. Following review, it was the general consent of the
142 Board of Directors to approve the proposal for interior repairs in the
143 amount of six thousand eight hundred fifty eight dollars and nine cents
144 (\$6,858.09).

MCC Construction

145

146 **117 Gauguin Circle – Concrete Repairs**

147 The Board of Directors reviewed proposals for concrete repairs at 117
148 Gauguin Circle submitted by various vendors. Following review, it was the
149 general consent of the Board of Directors to approve the proposal submitted
150 by DM Construction in the amount of two thousand one hundred four
151 dollars and no cents (\$2,104.00).

DM Construction

152 **132 Gauguin Circle – Exterior Trim Painting**

153 The Board of Directors reviewed the proposal for exterior trim painting at
154 132 Gauguin Circle submitted by DM Construction. Following review, it
155 was the general consent of the Board of Directors to table action on this item
156 until the powerwashing can be scheduled.

DM Construction

157
158 **Germinating Seed**

159 The Board of Directors reviewed the proposal for the installation of
160 perennial seed submitted by Tierra Verde Landscape. Following review, it
161 was the general consent of the Board of Directors to approve the proposal
162 for the installation of perennial seed in the amount of five hundred dollars
163 and no cents (\$500.00).

Tierra Verde
Landscape

164
165 **Bug Central Proposal for treatment and repairs at 81 Matisse Circle**

166 The Board of Directors reviewed the termite inspection proposal for
167 treatment and repairs at 81 Matisse Circle. Following review, it was the
168 general consent of the Board of Directors to approve treatment and repairs
169 at 81 Matisse Circle in the amount of six hundred ninety dollars and no
170 cents (\$690.00).

Bug Central

171
172 **Powerwashing of the Community**

173 The Board of Directors reviewed the proposal for powerwashing of the
174 community submitted by All Washed Up. Following review, it was the
175 general consent of the Board of Directors to table action on this item until
176 the next meeting which is to be determined.

All Washed Up

177
178 **Administrative and Operating**

179
180 **Antis Roofing and Weatherproofing**

181 The Board of Directors reviewed the correspondence submitted by Antis
182 Roofing and Weatherproofing regarding roof maintenance. Following
183 review, it was the general consent of the Board of Directors to deny the
184 request for roof maintenance at this time.

Roof Maintenance

185
186 **Financials**

187 The Board of Directors reviewed the financial statements and bank
188 reconciliation for the periods ending August 31, 2009 and September 30,
189 2009.

Financials

190

191 **Adjournment**

192 There being no further business to come before the Board of Directors, it was
193 the general consent of the Board of Directors to adjourn the meeting at 8:10
194 p.m.

Adjournment

195

196 **Attest**

Attest

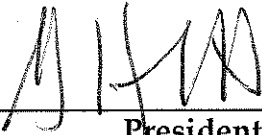
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President



Secretary