

**Provence d'Aliso Community Association
Board of Directors Meeting
June 15, 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, June 15, 2009 at the Gauguin Pool Clubhouse, Aliso Viejo, California. The Board President, Gaylyn Kinnett, called the Meeting to order at 7:00 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 June 15, 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 June 15, 2009:

1. Minutes
2. Member Discipline
3. Payment Plan Request
4. Homeowner Correspondence
5. Late Fee Waiver Requests
6. Statements of Account Preliminary to Levying of Liens
7. Delinquencies
8. Reimbursement Request
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 Updates

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

- 45 1. Budget Preparation
- 46 2. Delinquency Rate and FHA Funding
- 47 3. Bare Walls Project – Meeting at Matisse Pool on July 18, 2009
- 48 4. Association Repairs
- 49 5. New Landscape Company

50

51 **Open Forum**

Open Forum

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

- 55 1. Foreclosure Rates
- 56 2. Financial Status of the Community
- 57 3. Doggie Bag Stations
- 58 4. Slab Leaks

59

60 **Minutes**

Minutes

61 The Board of Directors reviewed the Minutes from the April 20, 2009
62 Regular Session Meeting. Following review, a motion was made by Gaylyn
63 Kinnett, and seconded by Bill Dearing to approve the April 20, 2009 Regular
64 Session Meeting Minutes as presented. The motion carried unanimously.

65

66 **Lien Authorization Consent Calendar**

Liens

67 The Board of Directors reviewed the Lien Authorization Consent Calendar
68 for the following accounts: 109994, 110009, 110034, 110146, 110103, 109921,
69 110120 and 110072.. Following review, it was the general consent of the
70 Board of Directors to approve the Lien Authorization Consent Calendar for
71 the following accounts: 109994, 110009, 109921, and 110120 excluding
72 accounts 110034, 110146, 110103 and 110120.

73 **Committee Review**

74 The Board reviewed and discussed the following committee reports:

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

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

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

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

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

80 **Finance** – Michael Perlongo reported on bare walls and future financial
81 savings.

82

83 **Board Actions**

84

85 **83 Matisse Circle - Drywall Repairs**

86 The Board of Directors reviewed the proposal for drywall repairs at 83
87 Matisse Circle due to a recent slab leak submitted by MCC Construction
88 and Restoration. Following review, it was the general consent of the Board
89 of Directors to approve the proposal for drywall repairs in the amount of
90 seven hundred sixty five dollars and no cents (\$765.00).

91

92 **78 Gauguin Circle - Mold Remediation**

93 The Board of Directors reviewed the proposal for mold remediation at 78
94 Gauguin Circle due to a recent slab leak submitted by MCC Construction
95 and Restoration. Following review, it was the general consent of the Board
96 of Directors to approve the proposal for mold remediation in the amount of
97 five thousand four hundred fifty seven dollars and fifty-eight cents
98 (\$5,457.58).

99

100 **78 Gauguin Circle - Clearance Testing**

101 The Board of Directors reviewed the proposal for clearance testing at 78
102 Gauguin Circle due to a recent slab leak submitted by MCC Construction
103 and Restoration. Following review, it was the general consent of the Board
104 of Directors to approve the proposal for clearance testing in the amount of
105 seven hundred twenty dollars and no cents (\$720.00).

106

107 **Aqua Energy - LED Lighting and Filtration Proposal**

108 The Board of Directors reviewed the proposal for LED Lighting and
109 Filtration submitted by Aqua Energy. Following review, it was the general

110 consent of the Board of Directors to table action on this proposal until
111 arrangements could be made to see an installation of the product.

112

113 **Handicap Anchor Replacement - Gauguin Pool Area**

114 The Board of Directors reviewed a proposal for the replacement of the
115 handicap anchor at the Gauguin pool area submitted by Aqua Blue.
116 Following review, it was the general consent of the Board of Directors to
117 approve the proposal for the handicap anchor replacement in the amount of
118 nine hundred seventy dollars and no cents (\$970.00).

119

120 **Artistic Maintenance - Contract Amendment**

121 The Board of Directors reviewed the contract amendment excluding bait
122 stations and trash pickup service submitted by Artistic Maintenance.
123 Following review, it was the general consent of the Board of Directors to
124 deny the proposal and direct Management to prepare the termination notice
125 for all services.

126

127 **BP Services Proposal - Gauguin Pool Hot Water Heater Replacement**

128 The Board of Directors reviewed the proposal for water heater replacement
129 at the Gauguin pool submitted by BP Services. Following review, it was the
130 general consent of the Board of Directors to table action on this item until
131 further information could be obtained on tank less water heaters.

132

133 **81 Matisse Circle - Termite Report and Repairs**

134 The Board of Directors reviewed the termite report and repairs needed at 81
135 Matisse Circle submitted by Bug Central. Following review, it was the
136 general consent of the Board of Directors to table action on this proposal
137 until a new homeowner occupies the unit.

138

139 **101 Gauguin Circle - Termite Report and Repairs**

140 The Board of Directors reviewed the termite report and repairs needed at
141 101 Gauguin Circle submitted by Bug Central. Following review, it was the
142 general consent of the Board of Directors to approve the proposal in the
143 amount of two thousand nine hundred seventy five dollars and no cents
144 (\$2,975.00).

145 **Proposals for Palm Tree Trimming**

146 The Board of Directors reviewed proposals submitted by multiple vendors
147 for Palm Tree trimming. Following review, it was the general consent of the
148 Board of Directors to table action on this item and directed Management to
149 ask if Tierra Verde Landscape would consider the palm tree trimming at no
150 charge, since they will be the new landscape company for the community.

151

152 **LaBarre/Oksnee Insurance Proposal**

153 The Board of Directors reviewed the proposal submitted by
154 LaBarre/Oksnee Insurance. Following review, it was the general consent of
155 the Board of Directors to approve the proposal for the master policy liability
156 insurance with a deductible of 25K in the amount of thirty one thousand
157 five hundred forty eight dollars and no cents (31,548.00), the worker's
158 compensation insurance in the amount of five hundred eighty two dollars
159 and no cents (\$582.00) and the earthquake insurance policy for \$8.5 million
160 with a 25k deductible in the amount of twenty six thousand one hundred
161 fifteen dollars and ninety three cents (\$26,115.93).

162

163 **Pool and Spa Repairs - Gauguin and Matisse**

164 The Board of Directors reviewed proposals submitted by Aqua Blue and 1st
165 Choice Pool and Spa for repairs to the pools and spas. Following review, it
166 was the general consent of the Board of Directors to approve the proposals
167 submitted by 1st Choice Pool and Spa as follows:

168

169 Gauguin and Matisse Pool and Spa Water Fill Timer replacements in the
170 amount of one hundred thirty dollars and no cents each (\$130.00)

171

172 Gauguin and Matisse Spa - 30 Minute Spring Timer replacements in the
173 amount of ninety-five dollars and no cents each (\$95.00)

174

175 Gauguin Spa - Water Fill Valve replacement in the amount of one hundred
176 ten dollars and no cents (\$110.00)

177

178 **Administrative and Operating**

179 The Board of Directors reviewed correspondence submitted by Daniel
180 Harrison, Board Member for the Montelena Community regarding the Aliso
181 Viejo Community Association landscaping along Glenhurst. Following
182 review, it was the general consent of the Board that no action needed to be

183 taken on behalf of Provence d'Aliso as this is the responsibility of the Aliso
184 Viejo Community Association.

185
186 The Board of Directors reviewed correspondence submitted the Aliso Viejo
187 Community Association regarding the upcoming annual election.

188
189 **Investment Services**

190 The Board of Directors reviewed the investment service proposals
191 submitted by Citi Smith Barney and ING Direct. Following review, it was
192 the general consent of the Board of Directors to table action on investment
193 services until the August meeting.

194
195 **Draft 2009-2010 Budget**

196 The Board of Directors reviewed the 2009-2010 draft budget. Following
197 review, it was the general consent of the Board of Directors to approve
198 Michael Perlongo, Treasurer, to make the final adjustments to the budget
199 and approve it for mailing to the membership.

200
201 **Financials**

202 The Board of Directors reviewed the financial statements and bank
203 reconciliation for the periods ending April 30, 2009 and May 31, 2009.

Financials

204
205 **Adjournment**

206 There being no further business to come before the Board of Directors, it was
207 the general consent of the Board of Directors to adjourn the meeting at 8:55
208 p.m.

Adjournment

209
210 **Attest**

Attest

211
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215 _____
President

_____ **Secretary**