

**Provence d'Aliso Community Association
Board of Directors Meeting
September 20, 2010**

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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, September 20, 2010 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
- Melissa Murphy, Secretary
- Michael Perlongo, Treasurer
- 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 September 20, 2010 Meeting Notice and Agenda as posted.

Agenda

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 September 20, 2010:

Executive Session

1. Minutes
2. Member Discipline
3. Statements of Account Preliminary to Levying of Liens
4. Homeowner Correspondence
5. Late Fee and Pre-lien Waiver Request
6. Delinquencies
7. Legal Correspondence
8. Returned Check Correspondence

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

40
41 **Community Updates**

Community Update:

42 Board President, Gaylyn Kinnett, addressed the members in attendance with
43 an update on the community projects: slurry seal/asphalt repair, Trellis
44 Painting/Replacement Project at the pool areas, new pool service contract
45 review, new pool furniture purchase, budget and landscaping.

46
47 **Open Forum**

Open Forum

48 There were four (4) homeowners present to address the Board of Directors.

49

50 Adjourned to Executive Session at 7:30 p.m.

51

52 Reconvened to Regular Session at 7:48 p.m.

53

54 **Minutes**

Minutes

55 The Board of Directors reviewed the Minutes from the July 19, 2010
56 Regular Session Meeting. Following review, a motion was made by Gaylyn
57 Kinnett and seconded by Michael Perlongo to approve the July 19, 2010
58 Regular Session Meeting Minutes as presented. The motion carried
59 unanimously.

60

61 **Lien Authorization Consent Calendar**

Liens

62 The Board of Directors reviewed the Lien Authorization Consent Calendar
63 for the following accounts: A1340001010301, A1340001014101,
64 A1340000992501. A1340001009002, A1340001008404, A1340001007201,
65 A1340001005901, A1340001005101, A1340001004301, A1340001003002
66 A1340000999801, A1340000999801, A1340000999502 and A1340000991801.
67 Following review, it was the general consent of the Board of Directors to
68 approve the Lien Authorization Consent Calendar for the following
69 accounts: A1340001010301, A1340001008601, A1340000999901,
70 A1340000992501, A1340001009002, A1340001008404, A1340001007201,
71 A1340001005901, A1340001005101 and A1340000999801; excluding
72 A1340001014101, A1340001008601, A1340000999901, A1340001004301,
73 A1340001003002, A1340000999502 and A1340000991801, since the
74 homeowners are making an effort to bring their accounts current.

75

75 **Committee Review**

76 The Board reviewed and discussed the following committee reports:

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

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

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

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

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

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

83

84 **Board Actions**

85 **Tennis Court Nets Proposal**

86 The Board reviewed the proposal submitted by Collins Company for the
87 replacement of three (3) new tennis court nets. Following review, it was the
88 general consent of the Board of Directors to approve the proposal for
89 replacements in the amount of seven hundred seventy-three dollars and
90 seventy-four cents (\$773.74).

91

92 **Dryer Vent Cleaning – Red Hot Chimney**

93 The Board of Directors reviewed the proposal submitted by Red Hot
94 Chimney for dryer vent cleaning on phases 1 and 4. Following review, it
95 was the general consent of the Board of Directors to approve the dryer vent
96 cleaning proposal in the amount of nine thousand one hundred eighty
97 dollars and no cents (\$9,180.00).

98

99 **DM Construction – 120 Gauguin Circle Repairs to Wall**

100 The Board of Directors reviewed the proposal for wall repair at 120
101 Gauguin Circle submitted by DM Construction. Following review, it was
102 the general consent of the Board of Directors to approve the proposal in the
103 amount of two thousand two hundred forty-three dollars and no cents
104 (\$2,243.00). This amount has already been reimbursed by Progressive
105 Insurance.

106

107 **Roadrunner Exterminating – 34 Gauguin Circle Beehive Removal**

108 The Board of Directors reviewed the proposal for beehive removal at 34
109 Gauguin Circle. Following review, it was the general consent of the Board
110 of Directors to approve the proposal in the amount of five hundred fifty
111 dollars and no cents (\$550.00).

112

112 **Chaidez Tree Service – Community Palm Tree Trimming**

113 The Board of Directors reviewed the proposal for palm tree trimming in the
114 community submitted by Chaidez Tree Service. Following review, it was
115 the general consent of the Board of Directors to approve the proposal in the
116 amount of one thousand seven hundred thirty-four dollars and no cents
117 (\$1,734.00).

118
119 **Holiday Lighting**

120 The Board of Directors reviewed holiday lighting proposals submitted by
121 Comet Lighting Electric, Inc. and Earth First Lighting. Following review, it
122 was the general consent of the Board of Directors to approve the proposal
123 for holiday lighting submitted by Earth First Lighting in the amount of
124 three thousand dollars and no cents (\$3,000.00).

125
126 **Community Gutter Cleaning**

127 The Board of Directors reviewed the proposals for gutter cleaning
128 submitted by Antis Roofing and Waterproofing, Gutter Masters and
129 McCormack Roofing and Window Co. Following review, it was the general
130 consent of the Board of Directors to approve the proposal submitted by
131 McCormack Roofing and Window Co. in the amount of six thousand nine
132 hundred eighty dollars and no cents (\$6,980.00).

133
134 **Trellis Repair and Replacement and Gauguin and Matisse Pool Areas**

135 The Board of Directors reviewed the proposals for trellis repair and
136 replacement at both pool areas submitted by Professional Services.
137 Following review, it was the general consent of the Board of Directors to
138 approve the proposal in the amount of twenty-one thousand two hundred
139 fifty dollars and no cents (\$21,250.00).

140
141 **5 Gauguin Circle – Interior Repairs due to a Slab Leak**

142 The Board of Directors reviewed the proposal submitted by MCC
143 Construction and Restoration for interior repairs at 5 Gauguin Circle
144 due to a slab leak. Following review, it was the general consent of the Board
145 of Directors to approve the proposal in the amount of nine hundred eighty
146 dollars and no cents (\$980.00).

147

MCC Construction

147 **7 Matisse Circle – Interior Repairs due to a Slab Leak**

148 The Board of Directors reviewed the proposal submitted by MCC
149 Construction and Restoration for interior repairs at 7 Matisse Circle
150 due to a slab leak. Following review, it was the general consent of the Board
151 of Directors to approve the proposal in the amount of seven hundred forty-
152 two dollars and no cents (\$742.00).

MCC Construction

154 **51 Matisse Circle – Interior Repairs due to a Slab Leak**

155 The Board of Directors reviewed the proposal for interior repairs at 51
156 Matisse Circle due to a slab leak submitted by MCC Construction and
157 Restoration Services. Following review, it was the general consent of the
158 Board of Directors to approve the proposal for interior repairs in the
159 amount of six hundred twenty-eight dollars and no cents (\$628.00).

MCC Construction

161 **53 Matisse Circle – Interior Repairs due to a Slab Leak**

162 The Board of Directors reviewed the proposal for interior repairs at 53
163 Matisse Circle due to a slab leak submitted by MCC Construction and
164 Restoration Services. Following review, it was the general consent of the
165 Board of Directors to approve the proposal for interior repairs in the
166 amount of one thousand two hundred eighty-three dollars and no cents
167 (\$1,283.00).

MCC Construction

169 **110 Matisse Circle – Interior Repairs due to a Slab Leak**

170 The Board of Directors reviewed the proposal for interior repairs at 110
171 Matisse Circle due to a slab leak submitted by MCC Construction and
172 Restoration Services. Following review, it was the general consent of the
173 Board of Directors to approve the proposal for interior repairs in the
174 amount of one thousand two hundred fifty-four dollars and no cents
175 (\$1,254.00).

MCC Construction

177 **112 Matisse Circle – Interior Repairs due to a Slab Leak**

178 The Board of Directors reviewed the proposal for interior repairs at 110
179 Matisse Circle due to a slab leak submitted by MCC Construction and
180 Restoration Services. Following review, it was the general consent of the
181 Board of Directors to approve the proposal for interior repairs in the
182 amount of one thousand nine hundred seventy-nine dollars and no cents
183 (\$1,979.00).

MCC Construction

184

184 **5 Gauguin Circle – Interior Repairs due to a Slab Leak**

185 The Board of Directors reviewed the proposal submitted by Allstate
186 Environmental Solutions, inc for air testing at 5 Gauguin Circle
187 due to a slab leak. Following review, it was the general consent of the Board
188 of Directors to approve the proposal in the amount of six hundred eighty
189 dollars and no cents (\$680.00).

191 **Bug Central – Termite Proposal for 111-121 Matisse Circle**

192 The Board of Directors reviewed the termite report and proposal for 111-121
193 Matisse Circle submitted by Bug Central. Following review, it was the
194 general consent of the Board of Directors to approve the treatment and
195 repairs in the amount of two thousand three hundred sixty dollars and no
196 cents (\$2,360.00).

198 **Body Works Home Fitness - Fitness Center Equipment**

199 The Board of Directors reviewed the fitness equipment and installation
200 proposal submitted by Body Works Home Fitness. Following review, it was
201 the general consent of the Board of Directors to approve the proposal for
202 fitness center equipment and installation in the amount of twenty thousand
203 nine hundred ninety-five dollars and ninety-one cents (\$20,995.91).

205 **Inspector of Election**

206 The Board of Directors reviewed the Inspector of Election rates for various
207 inspector services. Following review, it was the general consent of the Board
208 of Directors to deny Inspector of Election proposals and instead use Accell
209 Property Management’s inspector services for the annual election.

211 **Administrative and Operating**

212 **Annual Election Materials**

213 The Board of Directors reviewed the Annual Election Materials for the
214 upcoming election in December 2010. Following review, it was the general
215 consent of the Board of Directors to approve the Annual Election Materials
216 for mailing to the membership for the upcoming election.

218 **Financials**

219 The Board of Directors reviewed the financial statements and bank
220 reconciliation for the periods ending July 31, 2010 and August 31, 2010.

Financials

221 **Adjournment**

222 There being no further business to come before the Board of Directors, it was
223 the general consent of the Board of Directors to adjourn the meeting at 8:45
224 p.m.

Adjournment

225

226 **Attest**

Attest

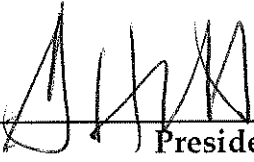
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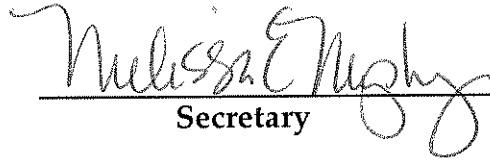
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President



Secretary