

**The Club Homeowners Association
Board of Directors Meeting
Thursday, February 2, 2023
General Session Minutes
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Board Members Present Maureen Schell, President
Stephen Lauria, Vice President
Bill Mcleod, Member at Large
Tim Harrison, Treasurer
Michelle Huber, Secretary

Board Members Absent None

Seabreeze Management Company Kathy Cabrera, Community Manager
Courtney Chastain, VP Community Management

1. Call to Order The Board of Directors General Session Meeting was called to order at 7 pm.

2. Executive Session Disclosure Items discussed in the Executive Session held on February 5, 2022, were approval of executive minutes, delinquency matters, legal matters, and homeowner violations.

3. Owner Forum There were five (5) homeowners present.

4. Consent Calendar Management presented to the Board the Consent Calendar that included:

- Approval of the January 5, 2023 General Session Minutes.
- Approval of the monthly financial for December 2022
- Approval of the follow accounts to pre-lien: 302-2496
- Approval for the follow accounts to Lien: 200-8796, 200-9892.

After a full discussion, a motion was made by Bill Mcleod, seconded by Tim Harrison and unanimously carried approving the consent calendar as presented.

5. Unfinished Business Management presented to the Board a reminder to review the website documents and request any changes to the documents. At this time, no action was taken.

a. Website Document Review Reminder

Management presented to the Board information and a draft letter to the homeowner regarding the repair to the roof. After a full discussion, a motion was made by Steve Lauria, seconded Bill Mcleod, and unanimously carried approving the draft letter to be mailed out as presented.

b. 1625 Mankato Roof Repair

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6. New Business

- a. Board Ratifies Committee Members** Management presented to the Board the following Committee members for ratification:
Courtside Committee: Karen Schonfeld, Cristin Cira, Louise Webber, Pamela Houghton and Stacey Caponigro.
Finance Committee: Stacy Matranga, Karen Schon Feld, Terry Perlick and Bell Newman.
Single Family Committee: Terry Perlick and Belle Newman
Vista Committee: Kathleen Woodward, Joshua Tolar, Candra Ching, Blanca Conde, and Stacey Matranga.
After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber and unanimously carried ratifying the committee members as presented.
- b. Revised Rules and Regulations** After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber and unanimously carried to table this until further notice.
- c. Review Maintenance Matrix** After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber and unanimously carried to table this until further notice.
- d. Reserve Consultant** Management presented to the Board three proposals for the 2024 Reserve Study. After a full discussion, a motion was made by Bill Mcleod, seconded by Tim Harrison and unanimously carried approving SCT to do, Vista, Courtside and Single Family 2024 Reserve Study as presented.
- e. Inspector of Election** Management presented to the Board three proposals for the 2023 Inspector of Election. After a full discussion, a motion was made by Tim Harrison, seconded by Michelle Huber and unanimously carried approving HOA Elections of California as presented.

7. Committee Reports

- a. Architectural Committee** None at this time, no action needed.
- b. Courtside Committee** After a full discussion, a motion was made by Tim Harrison, seconded Bill Mcleod, and unanimously carried approving the Courtside Committee Minutes of January 11, 2023.
- c. Finance Committee** After a full discussion, a motion was made by Bill Mcleod, seconded by Maureen Schell, and unanimously carried approving the Finance Committee Minutes of December 15, 2022 January 19, 2023 as presented.

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**d. Landscape
Committee**

After a full discussion, a motion was made by Tim Harrison, seconded Bill Mcleod, and unanimously carried approving the Landscape Committee Minutes of January 11, 2023.

After a full discussion, a motion was made by Tim Harrison, seconded Bill Mcleod, and unanimously carried tabling the approval of Landscape Committee recommendation to approve Park West Proposal 101563 to remove agaves and install new plants and add drip lines until further details can be provided.

After a full discussion, a motion was made by Tim Harrison, seconded Bill Mcleod, and unanimously carried tabling the approval of Landscape Committee recommendation to approve Park West Proposal 101560 to install new plants and add drip lines near Aurora and Shenandoah close to the stop sign until further details can be provided.

After a full discussion, a motion was made by Tim Harrison, seconded Bill Mcleod, and unanimously carried ratifying the approval of Landscape Committee recommendation to approve Park West Proposal 101541 as presented.

After a full discussion, a motion was made by Tim Harrison, seconded Bill Mcleod, and unanimously carried ratifying the approval of Landscape Committee recommendation to approve Park West Proposal 101539 as presented.

Management presented to the board the Park West Gas Surcharge letter. No action required.

Management presented to the board the City of Claremont request to maintain the cul de sac on Rockford. After a full discussion, a motion was made from Tim Harrison, seconded by Bill Mcleod and unanimously carried to table this until further information can be obtained.

**d. Single Family
Committee
Minutes**

None at this time, no action needed.

**f. Vista Committee
Minutes**

A motion was made by Steve Lauria, seconded by Bill Mcleod, and unanimously carried to approve the Vista Committee minutes dated January 10, 2023 as presented.

After a full discussion, a motion was made by Steve Lauria, seconded by Bill Mcleod, and unanimously carried to approve the Vista Committee recommendation to approve the Park West proposal 101539 to install mulch from Annhurst west to middle of the trash enclosure along the north side on Mansfield as presented.

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After a full discussion, a motion was made by Steve Lauria, seconded by Bill Mcleod, and unanimously carried to approve the Vista Committee recommendation to approve the Antis Roofing and Water Proofing proposal A28823 for tile and relay replacement to 818 as presented.


8. Emergency Items to Discuss After a full discussion, 1730 Chattanooga Deck Leak, 1668 Chattanooga Deck Leak and 1649 Albany Deck leak has been rerouted to the Courtside Committee pending bids obtained by Crank Brothers Roofing.

9. Next Meeting The next Board of Directors meeting is scheduled on Thursday, March 2, 2023, 6:00 Executive and 7:00 General Sessions, location to be determined.

10. Adjournment There being no further business to come before the Board of Directors in General Session, the meeting adjourned at 8:33pm.

Certificate of Authenticity

I, Maureen Schell, hereby certify that the foregoing is a true and correct copy of the General Session minutes of the Board of Directors held on the above date.

	<small>DocuSigned by:</small>		
Maureen Schell	President		3/6/2023
Printed Name	Title	Signature	Date

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