

**The Club Homeowners Association  
Board of Directors Meeting  
Thursday, June 8, 2023  
General Session Minutes  
Page 1 of 6**

**Board Members Present**

Bill Mcleod, President  
Stephen Lauria, Vice President  
Tim Harrison, Treasurer  
Josh Tolar, Member at large  
Michelle Huber, Secretary

**Board Members Absent**

None

**Seabreeze Management Company**

Kathy Cabrera, Community Manager  
Courtney Chastain, VP of Community Management

- 1. Call to Order** The Board of Directors General Session Meeting was called to order at 7:07 pm.
- 2. Board Member Resignation Acceptance** Management presents to the Board the formal resignation of Board member Maureen Schell. After a full discussion, a motion was made by Bill Mcleod seconded by Stephen Lauria, and unanimously carried accepting the formal resignation of Board member Maureen Schell as presented.
- 3. Committee Chair Resignation Acceptance** Management presents to the Board the formal resignation of Vista Committee Chair, Josh Tolar. After a full discussion, a motion was made by Bill Mcleod seconded by Stephen Lauria, and unanimously carried accepting the formal resignation of Vista Committee Chair Josh Tolar as presented.
- 4. Board Member Appointment** Management presents to the Board the recommendation to appoint Josh Tolar to fill the term of the Board's open position. After a full discussion, a motion was made by Bill Mcleod seconded by Stephen Lauria, and unanimously approved to appoint Josh Tolar to fill the term of the Board open position as presented.
- 5. Board Organization** Management presented to the Board the Organizational Meeting. After a full discussion, a motion was made by Michelle Huber, seconded by Bill Mcleod, and unanimously approving Bill Mcleod as President, Steve Lauria as Vice President, Michelle Huber as Secretary, Tim Harrison as Treasurer, and Josh Tolar as member at large.
- 6. Executive Session Disclosure** Items discussed in the Executive Session held on June 8, 2022, were approval of executive minutes, delinquency matters, legal matters, and homeowner violations.
- 7. Owner Forum** There were eleven (11) homeowners present.
- 8. Consent Calendar** Management presented to the Board the Consent Calendar that included:
  - Approval of May 4, 2023, General Session Minutes.
  - Approval for the following accounts to Lien: 201-0386

**The Club Homeowners Association  
Board of Directors Meeting  
Thursday, June 8, 2023  
General Session Minutes  
Page 2 of 6**

- Approval for the following accounts to go to Attorney:  
200-8796 & 320-0496
- Approval for Foreclosure: None at this time.
- Approval for Tax and Audit Ratification

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

None at this time.

**9. Unfinished  
Business**

**10. New Business**

**a. Tot Lot  
Inspection Bid**

Management presented to the Board the Tot Lot Inspection Bid from ProTec in the amount of \$500.00. Funds to be expended from GL 6505 General Repair and Maintenance. After a full discussion, a motion was made by Bill Mcleod, seconded by Tim Harrison, and unanimously carried approving the proposal from ProTec as presented.

**b. Bob's Lighting  
Insurance  
Coverage**

Management presented to the Board information regarding Bob's Lighting Insurance Coverage. After a full discussion, a motion was made by Tim Harrison, seconded by Bill Mcleod, and unanimously carried out requesting further information.

**11. Committee Reports**

**a. Architectural  
Committee**

None at this time, no action is needed.

**b. Courtside  
Committee**

After a full discussion, a motion was made by Stephen Lauria, seconded by Bill Mcleod, and unanimously carried approving the Courtside Committee Minutes of May 10, 2023.

After a full discussion, a motion was made by Stephen Lauria, seconded by Bill Mcleod, and unanimously carried approving the recommendation from the Courtside Committee to allow Courtside Homeowners to be able to have elective landscape work and would include accepting the responsibility to make prior payment for the election landscape work to Seabreeze Management Company for Park West.

**The Club Homeowners Association  
Board of Directors Meeting  
Thursday, June 8, 2023  
General Session Minutes  
Page 3 of 6**

**c. Landscape  
Committee**

After a full discussion, a motion was made by Tim Harrison, seconded by Bill Mcleod, and unanimously carried approving the Landscape Committee Minutes of May 10, 2023.

After a full discussion, a motion was made by Tim Harrison, seconded by Bill Mcleod, and unanimously carried to continue to water Until further information can be obtained.

After a full discussion, a motion was made by Tim Harrison, seconded by Bill Mcleod, and unanimously carried ratifying Park West Proposal #105144 to replace the malfunctioning irrigation controller located at Elmhurst Circle in the amount of \$5,635.50 as presented.

After a full discussion, a motion was made by Tim Harrison, seconded by Bill Mcleod, and unanimously carried approving the RecWest Proposal #2210191 for the purchase of three benches in the amount of \$2,804.53 and the proposal from Berts Handyman to install the three benches in the amount of \$1,170.00 as presented.

After a full discussion, a motion was made by Tim Harrison, seconded by Bill Mcleod, and unanimously carried approving the proposed Policies and Procedure revision of the Landscape Committee policy to increase the composition of the CALC membership from one homeowner per area to two homeowners per residential area.

**d. Finance  
Committee**

After a full discussion, a motion was made by Stephen Lauria, seconded by Bill Mcleod, and unanimously carried approving the Finance Committee Minutes of May 18, 2023.

After a full discussion, a motion was made by Tim Harrison, seconded by Bill Mcleod, and unanimously carried approving Continue to require the use of the "Reserve or Operational Funds Expenditure Request Forms" to identify funding for Reserve and/or Operational HOA fund expenditures for all new HOA projects. Direct that all project components be included in bids presented to HOA Board, including all new irrigation components for new landscape projects.

After a full discussion, a motion was made by Tim Harrison, seconded by Bill Mcleod, and unanimously carried approving **Reserve Fund withdrawals** made in January 2023 as noted in the attached Reserve Payments – January 2023 listing.

After a full discussion, a motion was made by Tim Harrison, seconded by Bill Mcleod, and unanimously carried approving the reallocation of Storm Recovery funds (Account No. 9200) as listed below and approving an e-mail to be sent to Brandon Ware requesting the reallocation of such funds to be completed by the June 2023, Finance Committee meeting: Courtside (\$59,759.81)- Place \$30,000.00, into Paint (Account No. 9058)- Place \$29,759.81, into Decks (Account No. 9070) Vista (35,875.71) Place the entire amount of \$35,875.71,

**The Club Homeowners Association  
Board of Directors Meeting  
Thursday, June 8, 2023  
General Session Minutes  
Page 4 of 6**

into Asphalt/Concrete (Account No. 9075)

After a full discussion, a motion was made by Tim Harrison, seconded by Bill Mcleod, and unanimously carried approving the Board of Directors to send an e-mail to Brandon Ware at Seabreeze, requesting either the voiding or the reissuing of an outstanding check dated 07/21/22, to the City of Claremont from Vista's account.

After a full discussion, a motion was made by Tim Harrison, seconded by Bill Mcleod, and unanimously carried approving to ratify HOA Board of Directors please determine who signed the HOA's Federal and State tax forms

**e. Single Family  
Committee  
Minutes**

None at this time.

**f. Vista  
Committee  
Minutes**

After a full discussion, A motion was made by Josh Tolar, seconded by Bill Mcleod, and unanimously carried to approve the Vista Committee minutes dated May 9, 2023, as presented.

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to approve Antis Proposal A33208 at 833 Lancaster in the amount of \$17,458.00, to reroof the entire roof. as presented.

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to approve Antis Proposal A35443 at 746 Danville in the amount of \$3,230.00 to relay tile as presented.

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to approve Antis Proposal A30861 at 872 Endicott in the amount of \$ 1,210.00 to reroof section due to a tear in a new roof as presented.

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to approve Antis Proposal A35842 at 848 Endicott in the amount of \$1,600.00 to relay tile as presented.

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to approve Antis Proposal A33653 at 863 Endicott in the amount of \$2,610.00, window rehabilitation, and replacement of short coping metal. as presented.

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to decline Antis Proposal A33640 at 763 Danville in the amount of \$2,075.00, reroof section due to improperly installed satellite dish as presented.

**The Club Homeowners Association  
Board of Directors Meeting  
Thursday, June 8, 2023  
General Session Minutes  
Page 5 of 6**

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to decline Workman's Contractor's proposal to paint the curbs in front of the garages in the amount of \$12, 490.00 as presented.

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to decline Painting Unlimited proposal to paint the curbs in front of the garages in the amount of \$9,600.00.

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to decline JOTS WO #13280 proposal to paint the curbs in front of the garages in the amount of \$11,220.00.

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to decline Pilot Painting and Construction Bid #00-R-8727 proposal to paint the curbs in front of the garages in the amount of \$8,900.00.

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to decline Park West Proposal #104366 to rehab the entrance at Monte Vista in the amount of \$11,153.

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to decline Park West Proposal #99353 to rehab the Annhurst Parkways in the amount of \$11,370.37.

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to decline Park West Proposal #104676 to add rocks along the driveways on Mansfield Dr. in the amount of \$1,815.

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to decline Park West Proposal #104671 to add rocks along the driveways on Lancaster Dr. in the amount of \$1,915

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to decline Park West Proposal #104674 to add rocks along the driveways on Danville Dr. in the amount of \$1,380.

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to decline Park West Proposal #104672 to add rocks along the driveways on Endicott Dr. in the amount of \$1,915.

After a full discussion, a motion was made by Bill Mcleod, seconded by Michelle Huber, and unanimously carried to approve the Vista Special Rules changes to go out for the 28-day comment period and to be adopted at the July 6, 2023 Board meeting as presented.

**12. Emergency Items  
to Discuss**

Empireworks Courtside Painting proposal was discussed in regard to reviewing of the contract. After a full discussion, the Board requested Management to review.

**The Club Homeowners Association  
Board of Directors Meeting  
Thursday, June 8, 2023  
General Session Minutes  
Page 6 of 6**

**13. Next Meeting** The next Board of Directors meeting is scheduled on Thursday, July 6, 2023, at 6:00 Executive and 7:00 General Sessions, location to be determined.

**14. Adjournment** There being no further business to come before the Board of Directors in General Session, the meeting adjourned at 9:00 pm.

**Certificate of Authenticity**

I, William McLeod, 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.

<u>William McLeod</u>	<u>President</u>	<small>DocuSigned by:</small> <u>William McLeod</u>	<u>7/12/2023</u>
<small>DA9769848881492...</small>			
Printed Name	Title	Signature	Date