

**CORNICHE SUR MER HOMEOWNERS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
August 28, 2019**

\* \* \* MINUTES \* \* \*

**NOTICE** Upon due notice given and received, the members of the Board of Directors for the Corniche Sur Mer Homeowners Association met in Regular Session on Wednesday, August 28, 2019 at the Monarch Hills Condominium Clubhouse, 58 Corniche Drive, Monarch Beach, California.

**CALL TO ORDER**

Following the Executive Session Meeting to discuss the following topics: approval of previous Executive Session Minutes, Member Hearings, Member Fine Waiver Request, and CR&R/XL Catlin Insurance Claim, this meeting was called to order at 5:52 p.m. by Board President Robert Lippert.

**ATTENDANCE**

Present: Robert Lippert, President  
Billy Pine, Vice President  
Barney Graves, Secretary ~ Via Telephone Conference  
Al Kaiser, Treasurer  
Dellita Kobold, Member at Large

Absent: None

Management: Eli Perez, CCAM, Keystone Community Association Manager

Homeowner: Mrs. Kerry Krisher/39 Costa Del Sol

**HOMEOWNER FORUM**

Mrs. Krisher requested Association assistance with construction time and noise, parking, the patrol service, Management IT, the U.S. Bank CD, cars blocking sidewalks, removal of the story poles at 23 Costa Del Sol, irrigation maps, short term rentals, and drones.

**MOTION TO ADOPT AGENDA AS PUBLISHED**

The Board reviewed and approved the agenda as published. Upon motion duly made and seconded:

**Resolved:** The Board adopted the agenda as published. Approved: Unanimous.

## **CONSENT CALENDAR**

A "consent calendar" has been prepared to expedite the business decisions. One motion will approve all items on the consent calendar. Upon motion, duly made and seconded:

**Resolved:** To accept the Minutes of the Meeting of August 12, 2019.

**Resolved:** To accept the July 31<sup>st</sup> financial statement as prepared for review by the CPA at the fiscal year end.

**Resolved:** To accept to file, member CM030 collection account status as in good standing.

**Resolved:** To accept the updated and noted annual calendar.

**Resolved:** To acknowledge the current Exhibit B and management company disclosure to be attached to the existing contract.

Approved: Unanimous.

## **BUSINESS ISSUES**

### **BUDGET PREPARATIONS**

The Board reviewed a preliminary budget and Management's recommendation to shape the next fiscal year budget. Upon motion duly made and seconded:

**Resolved:** To direct Management to place the final budget draft on the September meeting agenda for approval. Approved: Unanimous.

### **HOLIDAY LIGHTING**

The Board reviewed a proposal from Garrett Electric to decorate the Corniche monument areas. Upon motion duly made and seconded:

**Resolved:** To approve Garrett Electric at a total cost of \$925.00. Operating/Contingency Expense. Approved: Unanimous.

### **PROPOSED NEW RULE**

#### **NO SOLICITATION**

The Board discussed implementing a new rule to prohibit solicitation from occurring within the community. Upon motion duly made and seconded:

**Resolved:** To table further discussion to the September meeting. Approved: Unanimous.

## **ANNUAL MEETING**

The Board reviewed preparations for the annual meeting scheduled for October 23, 2019.

## **PROPERTY INSPECTION**

The Board and Management met earlier this same day at 4:30 p.m. to perform a Property Inspection, and Notices will be sent accordingly.

## **MEMBER COMMUNICATIONS & NEWSLETTER IDEAS**

The Board discussed gathering ideas for the next newsletter scheduled to be mailed with December billing. Upon motion duly made and seconded:

**Resolved:** To direct Management on topics and distribute to the membership in time for December billing. Approved: Unanimous.

## **LANDSCAPE COMMITTEE**

The August 2019 walkthrough inspection report was presented for Board review. Work orders were being issued as needed for routine maintenance and Cornerstone has been positively responsive. Upon motion duly made and seconded:

**Resolved:** To accept the inspection and work order reports to file with no further action taken. Approved: Unanimous.

The Board reviewed several proposals for landscape maintenance. Upon motion duly made and seconded:

**Resolved:** To approve the Cornerstone color proposal at a total cost of \$1,125.00. Operating/Landscape Extras Expense. Approved: Unanimous.

The Board reviewed all communications received from homeowners, vendors and Management. Upon motion duly made and seconded:

**Resolved:** To accept the communication to file. Approved: Unanimous.

## **ARCHITECTURAL COMMITTEE**

Director Lippert received/reviewed applications and, to date, all submittals have been processed. Management to process Notice of Completions for only major architectural changes such as remodels and additions.

**Resolved:** To accept the Architectural Log and send to file. Approved: Unanimous.

The Board discussed possibly prohibiting exterior televisions. Upon motion duly made and seconded:

**Resolved:** To table further discussion to the September meeting. Approved: Unanimous.

The Board reviewed the communication on 85 San Raphael's submitted application for reconstruction of the rear deck. Upon motion duly made and seconded:

**Resolved:** To direct the Architectural Committee to follow-up with the homeowner. Approved: Unanimous.

The Board reviewed all communications received from homeowners and Management. Upon motion duly made and seconded:

**Resolved:** To accept the communication to file. Approved: Unanimous.

## **PATROL SERVICE REPORTS**

The Board reviewed reports received by Patrol One, as well as all correspondence related to the parking patrols. Upon motion duly made and seconded:

**Resolved:** To accept the report from Patrol One to file. Approved: Unanimous.

## **TOW REIMBURSEMENT REQUEST**

The Board reviewed a request from 30 San Raphael on two tows. Upon motion duly made and seconded:

**Resolved:** To decline the request and suggest that the member provide detailed information with request. Approved: Unanimous.



**PEST CONTROL  
REPORTS**

The Board reviewed reports received by Clark Pest Control. The Board reviewed all relevant correspondence related to pest control. Upon motion duly made and seconded:

Resolved: To accept the report provided by Clark Pest Control with no further action taken. Approved: Unanimous.

**LIGHTING  
REPORT**

The Board reviewed all correspondence related to the lighting repairs and replacements. Upon motion duly made and seconded:

Resolved: To accept the report to file. Approved: Unanimous.

**GENERAL  
COMMUNICATION  
FYI**

The Board reviewed all general communications received from homeowners and Management. Upon motion duly made and seconded:

Resolved: To accept the communication to file. Approved: Unanimous.

**ADJOURNMENT**

There being no further business to come before the Board in regular session at this time, the Board adjourned at 7:07 p.m. The next regular session Board meeting will be held on Wednesday, September 25, 2019 at the Monarch Hills Condominium Clubhouse, 58 Corniche Drive, Monarch Beach.

**ATTEST**

Signature \_\_\_\_\_