

**CORNICHE SUR MER HOMEOWNERS ASSOCIATION
REGULAR SESSION MEETING OF THE BOARD OF DIRECTORS
FEBRUARY 27, 2020**

*** * * 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 Thursday, February 27, 2020 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, reviewing results of the Property Inspection, conduct Member Hearings and reviewing of Member Matters. This meeting was called to order at 6:15 p.m. by Board President Robert Lippert.

ATTENDANCE

Present: Robert Lippert, President
 Billy Pine, Secretary
 Dellita Kobold, Treasurer

Absent: Al Kaiser, Vice President
 Barney Graves, Member at Large

Management: Eli Perez, CMCA, Keystone Community Association Manager

Homeowner: Steve and Ann Novak/3 San Raphael ~ Property Value Concerns

HOMEOWNER FORUM

No homeowners were present at homeowner forum.

~ Adjourned to Executive Session at 6:30 PM.

~ Readjourned to Regular Session at 7:06 PM.

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 Regular Session Meeting Minutes of January 23, 2020.

Resolved: To accept the January 31st, 2020 financial statements 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 accept the General Communications to file.

Resolved: To accept the Work Order Report to file.

Resolved: To accept the January 2020 Patrol reports to file.

Resolved: To ratify Director Lippert’s approval of Cornerstone proposal #413-349 at a total cost of \$2,200.00. Landscape Renovation Reserve Expense.

Resolved: To approve to purge boxes #CM5-748834, #CM6-748835 and CM14-748854 which contained seven-year-old financial documents.

Resolved: To approve a modification to the current Management Expenditure Limit Policy by raising the threshold from \$500.00 to \$1,500.00 per transaction with an assigned Board Liaison.

Resolved: To approve the draft audit and send to the membership via U.S. Mail with April billing.

Approved: Unanimous.

BUSINESS ISSUES

INSURANCE RENEWAL

The Board reviewed premium renewal information and discussed doubling the umbrella coverage. Upon motion duly made and seconded:

Resolved: To request a revision to the umbrella coverage for consideration the March meeting. Approved: Unanimous.

CR&R SPILL

The Board reviewed communication from homeowners regarding spilled paint caused by CR&R trucks and Management's efforts to follow-up with the trash hauling service. Upon motion duly made and seconded:

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

LEASE RULE

The Board discussed changes to the policy with the current rule requiring a member to submit a new lease within 10 days following inception. Upon motion duly made and seconded:

Resolved: To revise the policy from 10 days to within 48 hours before a tenant moves into the dwelling. Approved: Unanimous.

Resolved: To advise the membership of the rule change via the Community Newsletter, website and post the newsletter to the general notice locations. Approved: Unanimous.

Resolved: To place this topic on May agenda for adoption and posting. Approved: Unanimous.

GARAGE SALE RULE

The Board discussed a possible change. Upon motion duly made and seconded:

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

MONUMENT LIGHTING MAINTENANCE

Upon motion duly made and seconded:

Resolved: To table discussion indefinitely. Approved: Unanimous.

MEMBER COMMUNICATIONS & NEWSLETTER IDEAS

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

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

**LANDSCAPE
COMMITTEE**

The January 2020 walkthrough inspection report was presented for Board review. The South Coast Water District was pending a response from Cornerstone on their reclaimed water annual punch list. Upon motion duly made and seconded:

Resolved: To accept the inspection reports to file. Approved: Unanimous.

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

Resolved: To decline proposal #413-346 for a new drain. Approved: Unanimous.

Resolved: To approve the Cornerstone proposal #413-347 to replace mulch in various areas of the community in need at a total cost of \$5,030.00. Landscape Renovation Reserve Expense. Approved: Unanimous.

Resolved: To table Cornerstone proposal #413-348 to the March meeting. Approved: Unanimous.

**ARCHITECTURAL
COMMITTEE**

The Architectural Committee received/reviewed applications and, to date, all submittals have been processed. Upon motion duly made and seconded:

1. **1 San Raphael:** Front Yard Landscape Modification. Application was approved February 28, 2020.
2. **31 Ville Franche:** Remodel/Addition. Not approved on February 4, 2020.
3. **43 San Raphael:** Replace shared wrought iron fence with 39 San Raphael. Approved on January 23, 2020.
4. **5 Cassis:** Solar Panels. Approved on February 11, 2020.

Resolved: To accept the Architectural Log and send 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 7:30 p.m. The next regular session Board meeting will be held on Thursday, March 26, 2020 at the Monarch Hills Condominium Clubhouse, 58 Corniche Drive, Monarch Beach.

ATTEST

Signature _____ Date _____