

**CORNICHE SUR MER HOMEOWNERS ASSOCIATION
REGULAR SESSION MEETING OF THE BOARD OF DIRECTORS
MAY 28, 2020**

*** * * MINUTES * * ***

NOTICE Upon due notice given and received, the members of the Corniche Sur Mer Homeowners Association Board of Directors met on Thursday, May 28, 2020 at 4:00 p.m. via Telephone/Video Conference. The physical location to dial into the meeting was set at the regional office of Keystone, 30211 Avenida De Las Banderas, Suite 120, Rancho Santa Margarita, CA 92688.

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 homeowner hearings, reviewing of member matters and executive correspondence. This meeting was called to order at 5:38 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: Alex Wawiluk, 29 Costa Del Sol

HOMEOWNER FORUM

Mr. Wawiluk was in attendance and observing the business of the Association.

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 approve the April 23, 2020 regular session meeting minutes noting Directors Graves and Kaiser as absent.

Resolved: To acknowledge the review of the April 30th, 2020 financial statement by Directors Lippert and Kobold as required by CIVIL CODE §5502.

Resolved: To accept the April 30th, 2020 financial statement noting the current net year income of \$9,812.09.

Resolved: To acknowledge that there were no monthly reserve transfers exceeding \$10,000 or 5% of the total combined reserve and operating accounts.

Resolved: To acknowledge that there were no collections activity to report this period.

Resolved: To accept the updated and noted annual calendar.

Resolved: To accept the work order report to file.

Resolved: To accept the Patrol report of March 27, 2020 thru April 23, 2020, to file.

Resolved: To adopt the revised lease rule and post to the general notice location within 15 days.

Resolved: To update the rules and regulations document to include the revised lease rule.

Resolved: To accept the General Communications to file.

Approved: Unanimous.

BUSINESS ISSUES

BOARD RESIGNATION AND APPOINTMENT

The Board received Director Barney Graves notice of resignation. Upon motion duly made and seconded:

Resolved: To accept the resignation from Director Barney Graves and remove from the Board of Directors pursuant to By-Law Article 11, section 11.5. Approved: Unanimous.

Resolved: To appoint Mr. Alex Wawiluk of 29 Costa Del Sol to serve the remaining term of Director Graves, expiring October 2021. Approved: Unanimous.

Resolved: To send a gift card for many years of service at a cost not to exceed \$250.00. Operating Contingency Expense. Approved: Unanimous.

RITZ POINTE ESTATES REQUEST

The Board reviewed a request from the neighboring homeowner's association to place an article in the next newsletter regarding non-resident parking issues. Upon motion duly made and seconded:

Resolved: To direct Management on creating an article regarding non-resident parking in the next newsletter edition. Approved: Unanimous.

NEWSLETTER IDEAS

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

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

LANDSCAPE COMMITTEE

The April walkthrough was cancelled due to COVID-19 precautions and is scheduled to resume in May. Upon motion duly made and seconded:

Resolved: To acknowledge the information. 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. **61 San Raphael:** Replace wrought iron fencing, install pony wall, add rear patio and planters. Approved on April 20, 2020.
2. **85 San Raphael:** Remodel and addition with landscape and hardscape modifications. Not approved as of April 27, 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 6:10 p.m. The next regular session Board meeting will be held on Thursday, June 25, 2020 at the Monarch Hills Condominium Clubhouse, 58 Corniche Drive, Monarch Beach.

ATTEST

Signature _____ Date _____