

Los Paseos Maintenance Corporation  
Board of Directors Meeting  
General Session  
January 19, 2010  
Minutes

**Notice:**

Upon notice, duly given and received, the re-scheduled Board of Directors meeting of the Los Paseos Maintenance Corporation was held on Tuesday, January 19, 2010 at the Fountains Senior apartment facility.

**Quorum/Call To Order:**

A quorum being present, Adam Dove, President called the meeting to order at 6:35 p.m.

**Directors Present:**

Adam Dove, President  
Bruce Palmer, Treasurer  
Edward Martinez, Director  
Galen Welch, Secretary

**Directors Absent:**

Diane Larson-Querry, Vice President

**Others Present:**

1 homeowner was present

**South Coast Property Management, Inc. Represented By:**

Scott D. Smith, CCAM, Principal - Pursuant to Civil Code requirement, Mr. Smith indicated that the January meeting notice & agenda had been posted in the bulletin board in common area at the pool facility.

**Executive Session Report:**

No executive session was held

**Homeowners Forum**

1. No comments from homeowners.

**Presidents Report:**

No report was given

**Approval of Minutes:**

Be it resolved, on a motion duly made and seconded, the Board of Directors unanimously approved the November 17, 2009 General Session meeting minutes as prepared by South Coast Property Management as presented.

### **Financial Statements:**

Be it resolved, on a motion duly made and seconded, the Board of Directors unanimously approved the October & November 2009 financial statements as prepared by South Coast Property Management (MPS) subject to audit.

### **Delinquent File Review:**

The Board reviewed the delinquency analysis report through December 31, 2009. The Board discussed the foreclosure by the lender on account 420102 and determined to see if Board member, Diane Larson could come up with any specific information on the homeowner to make it worth the cost and effort to file a small claims action for the balance he left owing the association.

### **Action Items:**

#### **Board Business**

##### 1. Spa Heating

The Board reviewed a proposal from Aquatrends regarding a timer to control the heating of the spa. It was indicated that the pool and spa needed to be operating on the same hours otherwise it would be a violation of Health Code. After discussion, on a motion duly made and seconded the Board of Directors determined that:

1. Pool/Spa would be heated April 1<sup>st</sup> through September 30<sup>th</sup> each year and would be open 8:00 a.m. to 10:00 p.m.
2. Pool would not be heated October 1<sup>st</sup> through March 31<sup>st</sup> each year and would be the facility would be open 11:00 a.m. to 10:00 p.m.

##### 2. Pool Light Repair

The Board reviewed information on options related to the repair of a broken pool light. After discussion, on a motion duly made and seconded, the Board of Directors approved having Aquatrends order and install a Tyler adapter, bulb and gasket at a cost of \$257.97.

##### 3. Janitorial Spring Cleaning

The Board reviewed a proposal for spring cleaning of the pool facility by Personal Touch. After discussion, on a motion duly made and seconded, the Board approved all aspects of the proposal with the exception of the steam cleaning of the pool deck and walls.

##### 4. Sign Production

The Board discussed having two additional community signs made that could be placed at the entry/exit gates as needed. Those would be (1) Please Mail In Your HOA Ballot and (2) Major Trash Collection This Coming Trash Day. After discussion, on a motion duly made and seconded, the Board approved having the signs made. South Coast will coordinate.

#### 5. Pool Facility Access

The Board reviewed proposals regarding various changes in controlling access to the pool facility. After discussion, on a motion duly made and seconded, the Board of Directors determined to hold off on making any kind of access changes at this time and will further evaluate the need during the upcoming season.

#### 6. Umbrella Purchase

The Board discussed whether or not to purchase new umbrellas for the pool facility. After discussion, on a motion duly made and seconded, the Board of Directors authorized Nancy Palmer to purchase up to 8 umbrellas at a cost of no more than \$1,200 from association reserves.

#### 7. Budget Approval

The Board of Directors reviewed the final draft of the proposed 2010 - 2011 fiscal year budget beginning April 1, 2010. After discussion, on a motion duly made and seconded, the Board of Directors approved the budget with no increase in assessments, keeping them at their current level of \$154.00 per month.

#### **Board Input**

The Board had input on the following items.

1. Check to see if programming books on the gate access monitor were available from the company.

#### **Correspondence & Reports**

The Board of Directors reviewed correspondence, and customer service & patrol service reports since the last meeting. No action was necessary.

#### **Next Meeting Date:**

The next regularly scheduled meeting of the Board of Directors is set for, Tuesday, March 16, 2010 beginning at 6:30 p.m. for executive session and 7:00 p.m. for the regular meeting at the Fountain Apartments facility.

#### **Adjournment:**

There being no further business to come before the Board of Directors of the Los Paseos Maintenance Corporation, a motion was made and seconded to adjourn the general session meeting at 8:00 p.m.

#### **Secretary's Certificate:**

I, Galen Welch, the duly appointed and acting Secretary of the Los Paseos Maintenance Corporation, do hereby certify that the foregoing is a true and correct copy of the Minutes of the Board of Directors General Session meeting held on January 19, 2010 as approved by the Board of Directors.

Signature: Galen M. Welch

Date: 3/16/10