

**MINUTES  
GENERAL SESSION  
BOARD OF DIRECTORS MEETING  
THE VILLAS COMMUNITY ASSOCIATION  
A California Nonprofit Corporation**

**MAY 23, 2024**

**Notice of Meeting**

In accordance with Civil Code §4920, notice of the meeting and the agenda was posted at the community pool at least four (4) days prior to the General Session of the Board of Directors of The Villas Community Association held on the above date at Optimum Professional Property Management, Irvine, California and Zoom.

**Roll Call**

A quorum of the Board (Three Members per Bylaws) was established with the following Directors in attendance:

Directors Present: Daniel Wells, President  
Angie Dickson, Vice President  
Stan Jung, Secretary  
Marilyn Curry, Treasurer  
Ali Gharavi Esfahani, Member at Large

Directors Absent: None

Others Present: Jenn Luckham, Community Manager, Optimum Professional Property Management

**Executive Session Disclosure §4935(a)**

In accordance with Civil Code §4935(e), notification is hereby provided of an Executive Session of the Board of Directors held prior to this meeting on May 23, 2024 from 6:00 p.m. to 7:00 p.m. for the following:

- Delinquencies: A/R Aging & Collection Report 04/30/24
- Hearings (1) Windows
- Legal: Architectural Guidelines, Non-Compliance, Notice of Entry
- Minutes: Executive Session 03/28/24

**Call to Order General Session**

President and Presiding Chair, Daniel Wells, called the General Session to order at 7:00 p.m.

**Homeowner Forum**

In accordance with State Statute the homeowners present were given an opportunity to address the Board of Directors. The following items were presented:

- None

**Architectural Review Committee**

Architectural Log: No Action Taken.

**Landscape Committee Report**

No discussion at this time.

**Cool Block Club Committee**

Angie Dickson updated the Board about the upcoming community barbeque. Management was asked to find out a date from Jeremy Taylor with Ben's Asphalt. No further action was taken.

**Secretary's Report / Minutes**

A motion was made, seconded, and unanimously carried to APPROVE the Minutes of the March 28, 2024 General Session of the Board of Directors as written.

**Draft Audit FYE 12/31/23**

A motion was made, seconded, and unanimously carried to ACCEPT the draft audit and tax returns as presented for fiscal year-ended 12/31/23 prepared by Newman, CPA.

ABSTAIN: Stan Jung

**Treasurer's Report / Financial Statements**

A motion was made, seconded, and unanimously carried 03/31/24 and 04/30/24 as presented, subject to audit/review at fiscal year-end by a CPA.

**Morgan Stanley CD Maturing 06/20/24**

A motion was made, seconded, and unanimously carried to APPROVE rolling over the Certificate of Deposit at Morgan Stanley, Reserve Account G/L #15230 in the amount of \$100,000.00 plus interest maturing 06/20/24 for a term of twelve (12) months at the best available rate.

**Morgan Stanley CD Maturing 06/20/24**

A motion was made, seconded, and unanimously carried to APPROVE rolling over the Certificate of Deposit at Morgan Stanley, Reserve Account G/L #15235 in the amount of \$100,000.00 plus interest maturing 06/20/24 for a term of twelve (12) months at the best available rate.

**Morgan Stanley CD Maturing 07/25/24**

A motion was made, seconded, and unanimously carried to TABLE rolling over the Certificate of Deposit at Morgan Stanley, Reserve Account G/L #15205 in the amount of \$100,000.00 plus interest maturing 06/20/24 for a term of twelve (12) months until the June board meeting.

**Board Resolution – Monetary Transfers Civil Code Sections 5380(b)(6) and 5502**

A motion was made, seconded, and unanimously carried to APPROVE the Board Resolution confirming compliance with Civil Code Sections 5380(b)(6) and 5502 requiring prior written approval of the Board of Directors before any financial transfers greater than five thousand dollars (\$5,000) if 50 or fewer units and ten thousand dollars (\$10,000) for 51 or more units or five percent (5%) of an association's total combined reserve and operating expenses; and Civil Code Section 5500 requires monthly review by the Board of all of the financial statements specified therein; and Civil Code Section 5501 provides that: The review requirements of Section 5500 may be met when every individual member of the board, or a subcommittee of the board consisting of the treasurer and at least one other board member, reviews the documents and statements described in Section 5500 independent of a board meeting, so long as the review is ratified at the board meeting subsequent to the review and that ratification is reflected in the minutes of that meeting.

**20 Segura – Interior Repairs**

A motion was made, seconded, and unanimously carried to TABLE the revised proposal from Professional Craftsmen dated 04/02/24 for interior repairs at 20 Segura for \$9,885.00 until the June board meeting pending further information.

**Speed Limit Signs**

A motion was made, seconded, and unanimously carried to APPROVE the proposal from Quick Signs dated 03/06/24 for (3) three aluminum reflective Keep Right signs for \$296.31 to be paid from Operating G/L 70600 (Common Area: Maintenance).

**Chemical Controller for Spa**

A motion was made, seconded, and unanimously carried to APPROVE the proposal from Aqua-Tek Commercial Pools dated 04/08/24 to install "Title 22" compliant chemical controller for the spa with a 5 year warranty to be paid from Reserves G/L 36000 (Pool/Spa).

**Community Wide Slurry Seal**

The Board reviewed the Scope of Work provided by Ben's Asphalt. The Board requested management to request three proposals. No further action was taken.

**Community Wide Tree Trimming**

A motion was made, seconded, and unanimously carried to TABLE the three (3) proposals to trim common area trees throughout the community until the June board meeting pending further review.

**Wall at 15 Segura Proposals (3)**

A motion was made, seconded, and unanimously carried to TABLE the three (3) proposals to rebuild the retaining wall at 15 Segura until the April board meeting pending further

**Termite Treatment at Storage Unit N4**

A motion was made, seconded, and unanimously carried to TABLE the proposal for termite treatment in the storage unit N-4 pending a current quote. No further action was taken.

**Next Meeting**

Meetings of the Board of Directors are held every month on the 4<sup>th</sup> Thursday. The Annual Membership Meeting and Election is held in January. The next meeting of the Board of Directors is scheduled for Thursday, June 27, 2024, at 6:00 p.m. Executive Session, 7:00 p.m. General Session at Optimum and Zoom.

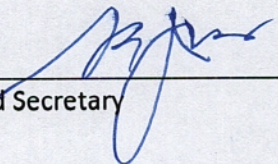
**Adjourn General Session**

There being no further business to come before the Board of Directors in General Session, a motion was made, seconded, and unanimously carried to ADJOURN at 9:04 p.m.

**SECRETARY'S CERTIFICATE**

I, Stanley L. Jung, duly Appointed and Acting Secretary of The Villas Community Association, do hereby certify that the foregoing is a true and correct copy of the Minutes of the General Session of the Board of Directors held on the above date, as approved by the Board of Directors of The Villas Community Association.

ATTEST:

  
\_\_\_\_\_  
Appointed Secretary

10/24/24  
\_\_\_\_\_  
Dated