

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

**MARCH 28, 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

Directors Absent: Ali Gharavi Esfahani, Member at Large

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 March 28, 2024 from 6:04 p.m. to 7:00 p.m. for the following:

- Delinquencies: A/R Aging & Collection Report 02/29/24
- Hearings (3) Arc Application,
- Legal: Settlement Agreement, Non-Compliance
- Minutes: Executive Session 02/22/24

**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 requested management obtain a proposal from Wash Bins to clean out and sanitize the food waste bins.

**Secretary's Report / Minutes**

A motion was made, seconded, and unanimously carried to APPROVE the Minutes of the February 22, 2024 General Session of the Board of Directors as written.

**Treasurer's Report / Financial Statements**

A motion was made, seconded, and unanimously carried 02/29/24 as presented, subject to audit/review at fiscal year-end by a CPA.

**Transfer Funds in Excess of the FDIC Limit**

A motion was made, seconded, and unanimously carried to transfer funds from Pacific Premier Bank Money Market Reserve Account G/L #14100 in the amount of \$100,000.00 to Morgan Stanley to be deposited in a twelve (12) month Certificate of Deposit at the best available rate.

**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.

**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 review.

**Vasin Sign Solutions Proposal**

A motion was made, seconded, and unanimously carried to TABLE the proposal from Vasin Sign dated 03/06/24 for (3) custom Keep Right signs for \$1,117.31 until the April board meeting pending two (2) additional proposals.

**Pool Umbrella**

A motion was made, seconded, and unanimously carried to APPROVE the purchasing of (2) two pool umbrellas and (1) one umbrella stand from Vasin Sign dated 03/06/24 for (3) custom Keep Right signs for \$1,117.31 until the April board meeting pending two (2) additional proposals.

**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.

Landscape March Proposal APPROVED

**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, April 25, 2024, at 6:00 p.m. Executive Session, 7:00 p.m. General Session at Optimum and Zoom.

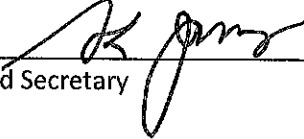
Adjourn General Session

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 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

May 23, 2024  
Dated