

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

JUNE 22, 2023

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
Jill Cooper, Secretary
Marilyn Curry, Treasurer
Ali Gharavi Esfahani, Member at Large – *(Via Zoom)*

Directors Absent: None

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

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 June 22, 2023 from 6:15 p.m. to 7:15 p.m. for the following:

- Delinquencies: A/R Aging & Collection Report 05/31/23
- Hearings (11): Non-Compliance of the Governing Documents
- Legal: Traffic & Parking, Garage Use,
- Minutes: Executive Session 05/25/23

Call to Order General Session

President and Presiding Chair, Daniel Wells, called the General Session to order at 7:15 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:

Architectural Review Committee

The following architectural applications were reviewed and approved as submitted by the Architectural Review Committee for the month of May: None.

Villas Park Landscape Proposal

A motion was made, seconded, and unanimously carried to TABLE the proposal from Villa Park Landscape dated 04/18/23 for April walk throughout the community for \$3,342.00.00 pending follow up with vendor.

Cool Block Club

Angie Dickson updated the Board on the Community BBQ that will take place on Saturday, August 12th. No further action taken.

Secretary's Report / Minutes

A motion was made, seconded, and unanimously carried to APPROVE the Minutes of the May 25, 2023 General Session of the Board of Directors as written.

Treasurer's Report / Financial Statements

A motion was made, seconded, and unanimously carried to ACCEPT the financial statements and reconciled bank statements for period(s) ending 05/31/23 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 #10100 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 (5.3%).

Morgan Stanley CD Maturing - 07/31/23

A motion was made, seconded, and unanimously carried to APPROVE rolling over the Certificate of Deposit at Morgan Stanley, Reserve Account G/L #15205 in the amount of \$150,000.00 plus interest maturing 07/31/23 for a term of twelve (6) months at the best available rate (5.3%).

Morgan Stanley CD Maturing - 08/14/23

A motion was made, seconded, and unanimously carried to APPROVE rolling over the Certificate of Deposit at Morgan Stanley, Reserve Account G/L #15210 in the amount of \$100,000.00 plus interest maturing 08/14/23 for a term of twelve (6) months at the best available rate (5.3%).

Morgan Stanley CD Maturing - 08/28/23

A motion was made, seconded, and unanimously carried to APPROVE rolling over the Certificate of Deposit at Morgan Stanley, Reserve Account G/L #15220 in the amount of \$50,000.00 plus interest maturing 08/28/23 for a term of twelve (12) months at the best available rate (5.3%).

Morgan Stanley CD Maturing - 08/28/23

A motion was made, seconded, and unanimously carried to APPROVE rolling over the Certificate of Deposit at Morgan Stanley, Reserve Account G/L #15215 in the amount of \$150,000.00 plus interest maturing 08/28/23 for a term of twelve (12) months at the best available rate (5.3%).

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.

Contracts: Monthly Pest Control (2)

The Board reviewed (2) proposals for monthly pest control. A motion was made, seconded, and unanimously carried to APPROVE the proposal/contract from Irvine Exterminating dated 05-17-23 for monthly pest control one time per month for \$390.00 per month to commence on August 1, 2023. Furthermore, the contract with Pur Cor Pest Solutions will be terminated in accordance with the terms of the contract as of July 30, 2012.

Contracts: Monthly Lighting (2)

A motion was made, seconded, and unanimously carried to TABLE the two (2) proposals for monthly lighting until the July board meeting pending further information for review.

Repairs at 29 Navarre – Proposals (2)

A motion was made, seconded, and unanimously carried to TABLE the two (2) proposals to repair interior closet area at 29 Navarre until the July board meeting pending further information from the vendor.

Repairs at 20 Segura - Proposals (3)

The Board reviewed three (3) proposals to repair the interior drywall. A motion was made, seconded, and unanimously carried to APPROVE the proposal from Professional Craftsmen dated 06/21/23 to repair damaged drywall at 20 Segura for \$1,698.00 to be paid from Reserves G/L #93600 (General Reserves).

Tri-County Invoice – Lighting Repairs

A motion was made, seconded, and unanimously carried to TABLE payment of invoice #157146-1 from Tri-County Lighting dated 11/22/22 for lighting repairs for \$2,645.64 pending follow up with vendor.

Proposed Rules & Regulations

A motion was made, seconded, and unanimously carried to APPROVE the proposed Traffic and Parking Rules & Regulations prepared by the Association’s legal counsel, Whitney|Petchul to be mailed to the Membership for the twenty-eight (28) day review and comment period prior to adoption scheduled for 08/11/23.

Furthermore, A motion was made, seconded, and unanimously carried to APPROVE the proposed Garage Use Rules & Regulations prepared by the Association’s legal counsel, Whitney|Petchul to be mailed to the Membership for the twenty-eight (28) day review and comment period prior to adoption scheduled for 08/11/23.

Furthermore, A motion was made, seconded, and unanimously carried to APPROVE the proposed Community Association Parking Rules & Regulations prepared by the Association’s legal counsel, Whitney|Petchul to be mailed to the Membership for the twenty-eight (28) day review and comment period prior to adoption scheduled for 08/11/23.

Wireless Cameras

The Board discussed wireless cameras. Dan will research further vendors. No further action taken.

Insurance Renewal – 07-24-23

The insurance proposals were not received in time for the meeting.

Next Meeting

Meetings of the Board of Directors are held every month on the 4th Thursday. The Annual Membership Meeting and Election is held in January. The next meeting of the Board of Directors is scheduled for Thursday, July 27, 2023, at 6:15 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 9:15 p.m.

SECRETARY'S CERTIFICATE

I, Jill-Ann M. Cooper, 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:

Jill-Ann M. Cooper
Appointed Secretary

July 27, 2023
Dated