

**MINUTES
GENERAL SESSION
BOARD OF DIRECTORS MEETING
VILLAGE TOWNHOMES, INC.
*A California Nonprofit Corporation***

AUGUST 23, 2017

Notice of Meeting

In accordance with Civil Code §4920, notice of the meeting and the agenda was posted at the community bulletin board at the clubhouse at least four (4) days prior to the General Session of the Board of Directors of Village Townhomes, Inc. held on the above date at the Association's clubhouse in Huntington Beach, California.

Roll Call

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

Directors Present: Mary Mulloy, President
 Jacob Calkins, Vice President
 Mark Stone, Secretary
 Eric Sheets, Treasurer
 Robert Brown, Assistant Treasurer

Directors Absent: None

Others Present: Brenda Cooney, CCAM®, Optimum Professional Property Management, Inc. (ACMF®)

Executive Session Disclosure

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 August 23, 2017 from 6:00 p.m. to 7:00 p.m. for the following:

- Delinquencies: A/R Aging Report 07/31/17, status reports from Beaumont, review of account balances and request to proceed with judgement, non-compliance broken window extension.
- Hearings-(7): Property maintenance, Noise disturbance, tree damage
- Minutes: Executive Session 06/28/17, 07/26/17

Call to Order General Session

President and Presiding Chair, Mary Mulloy, called the General Session of the Board of Directors to order following Executive Session at 7:00 p.m.

Homeowner's Forum

In accordance with State Statute the homeowners present were given an opportunity to address the Board of Directors and were informed of the three (3) minute guideline. The following items were presented.

- Edison came out for street light without correcting to problem. Also new resident has a dog that barks all day and have covered their back patio with a tarp. Brenda to investigate and contact resident.
- Request about progress of changing the exterior wall to increase the height to 6ft. Board noted the city is not in favor of height, so alternative ways to increase privacy and reduce street noise is being considered. Would prefer having hedges which can extend up to 8 feet. Gives privacy like the walls, but it prettier looking that wall.

Architectural Committee

- Denied an AC request due to desire of running conduit on the exterior of the building
- Sun Sail shade - will allow installation in back years but must be installed in a neutral color and not attached to the exterior of building using poles.

Landscape Committee

Landscape Chair, Lori Merrill, was not present but reported the following items:

- City had a broken water line that is now in repair

- Power tools will not be used before 8:00 am by Landscape Company
- Trying to save the tree on Derbyshire that was chemically shocked by construction workers. It appears that it is coming back to health
- Replacing the Alexander palm on the corner of Derbyshire/Cornwall
- Sprinklers in park will run after 11 pm in hopes of deterring teenagers loitering in the park

Social Committee

Social Committee reported the following:

- VTH Halloween party tentatively scheduled for weekend of October 28th
- \$250 budget approved for Halloween party. CAL Landscaping to also make donation.

Pool Monitor Report

- Pool monitor will enforce the published approved rules.
- Pool monitor will continue through Labor Day and then weekends only through September and will re-evaluate to keep through October at the September meeting

Secretary's Report / Minutes

A motion was made, seconded and unanimously carried to APPROVE the Minutes of the July 26, 2017 General Session of the Board of Directors as written.

Treasurer's Report / Financials

A motion was made, seconded and unanimously carried to ACCEPT the financial statements and reconciled bank statements for period(s) ending 07/31/17 as presented subject to audit at fiscal year-end by CPA.

Community Clubhouse Checklist Sample

The Board reviewed the community clubhouse checklist sample from another Association and will be creating a checklist to provide to renters of the clubhouse. Board Member Mary Mulloy requested input from the other Board Members and requested Management to include for next agenda.

Community Rules Review & Updates

- Clubhouse Rental Checklist is tabled waiting for more input
- Personal Security Devices - adopted (will be part of architectural application and updated
- All signs that are placed on the exterior of property will require architectural approval
- Architectural Application form has been revised and is now in a fillable form soon to be posted on Village Townhomes Inc. website
- All Homeowners Association Rules have been edited for clarity and will be sent out to membership for approval.
- Board voted to update various sections of the rules which will be mailed out to membership

Concrete Hazard Solutions Proposal – Concrete Repairs

A motion was made, seconded and unanimously carried to TABLE the proposal from Concrete Hazard Solutions dated 05/21/17 to repair several areas of raised concrete throughout community for \$13,950.00.

A motion was made, seconded and unanimously carried to APPROVE the proposal submitted by Board Member Robert Brown as long as the scope of work is the same.

Surveillance Cameras

The Board is divided on surveillance cameras since they are allowing homeowners the use of private cameras. A motion was made, seconded and unanimously carried to TABLE the proposal pending further discussion on how homeowners will respond to having access to their own cameras.

Village Townhomes, Inc.
General Session Minutes
August 23, 2017
Page 3 of 3

Draft Audit FYE 06/30/17

A motion was made, seconded and unanimously carried to ACCEPT the draft audit and tax returns as presented for fiscal year-ended 06/30/17 prepared by Newman & Associates Inc., CPA.

Pool Shut Off Date

The Board discussed the date to shut off the pool heater and decided to leave the pool heat on until November 1, 2017.

19850 Leighton Lane – Interior Repairs from Roof Damage

The Board reviewed correspondence from the homeowner at 19850 Leighton Lane for interior repairs requesting the Association approve the homeowner using their own contractor for the necessary repairs. A motion was made, seconded and unanimously carried to APPROVE the homeowner using their own contractor Right Image Builders Inc. to provide interior repairs in the amount of \$4,500.00 to be funded from GL# 7614 (Common Area Repairs).

Next Meeting

NOTE: Meetings of the Board of Directors are held monthly except no meeting is held in December. The Annual Membership Meeting and Election is held in February.

The next meeting of the Board of Directors is scheduled for Wednesday, September 27, 2017 at 6:30 p.m. Executive Session and 7:00 p.m. General Session/Homeowner's Forum at the Association's clubhouse, 9635 Cornwall Drive, Huntington Beach, California.

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 9:10 p.m.

SECRETARY'S CERTIFICATE

I, MARK STONE, duly Appointed and Acting Secretary of the Village Townhomes, Inc., do hereby certify that the foregoing is a true and correct copy of the Minutes of the EXECUTIVE SESSION of the Board of Directors held on the above date, as approved by the Board of Directors of Village Townhomes, Inc.

ATTEST:

[Signature]
Appointed Secretary

10/25/17
Dated