

**MINUTES
GENERAL SESSION
BOARD OF DIRECTORS MEETING
LAURELWOOD HOMEOWNERS ASSOCIATION
*A California Nonprofit Corporation***

JUNE 19, 2018

Notice of Meeting

In accordance with Civil Code §4920, notice of the meeting and the agenda was posted at the community park at least four (4) days prior to the General Session of the Board of Directors of Laurelwood Homeowners Association held on the above date at Optimum Professional Property Management, 230 Commerce, Suite 250, Irvine, California.

Roll Call

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

Directors Present: David Gruberg, President
 Don Hall, Secretary
 Kathy Gonzales, Treasurer

Directors Absent: Susan Cummings, Vice President
 VACANT, Member at Large

Others Present: Gabe Garcia, Director CMCA®, AMS®, Optimum Professional Property Mgmt.

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 June 19, 2018 from 4:34 p.m. to 5:35 p.m. for the following:

- Delinquencies: A/R Aging 05/31/18, Homeowner Request to Waive Fees (1)
- Hearings (21): Property Maintenance, Stored Vehicle, Unauthorized Architectural Modification, Trash Cans
- Minutes: Executive Session 05/15/18

Call to Order General Session

President and Presiding Chair, David Gruberg, called the General Session of the Board of Directors to order directly following Executive Session at 5:35 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:

- Park Rules
- Architectural Approvals

Architectural Committee

Architectural Summary

The Board reviewed the architectural summary. No action needed.

Landscape Committee

Morning Glory – Entrance Plant Material

The Board reviewed the entrance plant material. No action needed.

Secretary's Report / Minutes

A motion was made, seconded and unanimously carried to APPROVE the Minutes of the May 15, 2018 General Session of the Board of Directors as written.

Financial Statements

A motion was made, seconded and unanimously carried to ACCEPT the financial statements and reconciled bank statements for period ending 05/31/18 as presented, subject to audit/review at fiscal year-end by CPA.

The Management Trust Invoices for May 2017 and June 2017

A motion was made, seconded and unanimously carried to TABLE payment until the July board meeting of May 2017 and June 2017 invoices from The Management Trust for management services rendered for May 2017 and June 2017 for \$1,615.15 and \$4,106.50, respectively, pending further review.

Draft Audit FYE 12/31/16

A motion was made, seconded and unanimously carried to ACCEPT the draft audit and tax returns as presented for fiscal year-ended 12/31/16 prepared by DeMarchi & Company, CPA.

CD Investment Money

A motion was made, seconded and unanimously carried to APPROVE withdrawing the funds in the Money Market Account at BBVA, in the amount of \$233,022.28 plus interest and depositing the funds in a new Money Market Account at Alliance.

A motion was made, seconded and unanimously carried to APPROVE withdrawing the funds in the Certificate of Deposit at One West Bank, in the amount of \$160,2423.05 and depositing the funds in a new Certificate of Deposit at Banc of California for a term of twenty-four (24) months at the best available rate.

2018 Budget (Previously Tabled)

A motion was made, seconded and unanimously carried to TABLE the 2018 budget discussion until the August board meeting pending further review.

Resolution to Record Lien: Acct# O805-00376-1

In accordance with California Civil Code §5673: A motion was made, seconded and unanimously carried to APPROVE recording a lien in accordance with the Association's adopted Delinquent Assessment Collection Policy and California Civil Code on property identified as #O805-00376-1.

Resolution to Record Lien: Acct# O805-00025-1

In accordance with California Civil Code §5673: A motion was made, seconded and unanimously carried to APPROVE recording a lien in accordance with the Association's adopted Delinquent Assessment Collection Policy and California Civil Code on property identified as ACCT#O805-00025-1.

Delinquencies: Notice of Default & Commencement of Foreclosure

A motion was made, seconded and unanimously carried to APPROVE the Notice of Default and Commencement of Judicial Foreclosure on the following accounts for non-payment of assessments:

- APN# 432-415-12

Homeowner Request: Tree Removal – 2142 Poppy Drive

The Board reviewed correspondence from the homeowner at 2142 Poppy Drive requesting the removal of a large tree on the common area behind the patio. The Board has asked that management request the Association's arborist inspect the tree and provide a recommendation for review at the July board meeting.

Cox Contract Renewal

A motion was made, seconded and unanimously carried to TABLE the Cox contract renewal discussion until the July board meeting pending further review.

Appointment of Director

A motion was made, seconded and unanimously carried to TABLE the appointment of one (1) Director to fill the one (1) vacant seat created by the resignation of Damian Tsutsumida on 05/01/18 for term expiring February 2019 until the July board meeting, since there are no candidates at this time.

Rodent Control Proposals (3)

A motion was made, seconded and unanimously carried to TABLE the monthly rodent control proposals until the July board meeting pending further review.

Painting/Striping of Guest Spots (Previously Tabled)

The Board discussed painting and striping the guest spots throughout the community. A motion was made, seconded and unanimously carried to TABLE the discussion until the August board meeting pending receipt of more information.

Proposals for Perimeter Wall Paint (3) (Previously Tabled)

A motion was made, seconded and unanimously carried to TABLE the perimeter wall paint proposals until the June board meeting pending further review.

Optimum Management Contract Addendum (Previously Tabled)

A motion was made, seconded and unanimously carried to DENY the Management contract addendum with regards to an increase in property inspections and property inspection costs.

Carport Insurance

A motion was made, seconded and unanimously carried to TABLE the discussion regarding carport insurance until the July board meeting due to time constraints.

Concrete Picnic Tables – Discussion

A motion was made, seconded and unanimously carried to TABLE the discussion regarding concrete picnic tables until the July board meeting pending further review. Furthermore, the Board has requested that Management contact a representative from Outdoor Design Specialists to provide best solutions for picnic tables at the community park to be discussed at the July board meeting.

Pool Furniture – Discussion

A motion was made, seconded and unanimously carried to TABLE the discussion regarding pool furniture until the July board meeting pending further review.

Parking in Alleyways – Enforcement Discussion

A motion was made, seconded and unanimously carried to TABLE the discussion regarding parking in the alleyways and possible enforcement solutions until the July board meeting pending receipt of additional recommendations from the Association attorney.

Park Use Form

The Board reviewed the current draft of the Park Use Form and would like to make additional recommendations and changes to be discussed at the July board meeting.

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 March.

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The next meeting of the Board of Directors is scheduled for Tuesday, July 17, 2018 at 5:30 p.m. Executive and 6:30 p.m. General Session at Optimum Professional Property Management, 230 Commerce, Suite 250, Irvine, California.

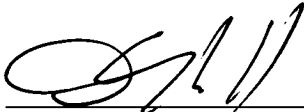
Adjourn General Session

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 7:14 p.m.

SECRETARY'S CERTIFICATE

I, Don Hall, duly Appointed and Acting Secretary of Laurelwood Homeowners 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 Laurelwood Homeowners Association.

ATTEST:



Appointed Secretary

17 Jul 2018

Dated