

THE HIGHLANDS COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – SEPTEMBER 25, 2014
PAGE 1 of 2

BOARD OF DIRECTORS PRESENT: Hugh Chewning
Don Geller
William Baker
George Malouf
Neil Matsui

MANAGEMENT REPRESENTATIVE: Kim Dean, CCAM
Keystone Pacific Property
Management, Inc.

EXECUTIVE SESSION SUMMARY – SEPTEMBER 25, 2014

The August 28, 2014 Executive Session minutes were approved, a violation hearing was discussed and delinquent accounts were discussed.

I. CALL TO ORDER

The meeting was called to order by Board President, Hugh Chewning, at 6:45 P.M. at the Turtle Rock Community Center located at 1 Sunnyhill, Irvine, California.

II. PROOF OF NOTICE OF MEETING

Proof of notice was recorded by Management on behalf on the Board of Directors.

III. HOMEOWNER FORUM

Homeowners were present.

IV. CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items from the consent calendar, without further discussion: **Motion carried 5/0.**

A. **Approval of the August 28, 2014 General Session Meeting Minutes – RESOLVED**, to ratify the action taken and approve the August 28, 2014 General Session Meeting Minutes.

B. **Acceptance of Financial Statement – RESOLVED**, to accept the August 31, 2014 financial statement as submitted by Management.

V. OLD/NEW BUSINESS

A. **Pool Lights** – A motion was made, seconded and carried to approve the purchase of timers in the amount of \$400.00 for the pool lights. **Motion carried 5/0.**

B. **Lifeline AED in Pool Area**– A motion was made, seconded and carried to deny the purchase of a lifeline AED for the pool area. **Motion carried 5/0.**

C. **Meeting with Artistic Maintenance** – Elmer Lazo from Artistic Maintenance was present to discuss landscape maintenance expectations.

THE HIGHLANDS COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – SEPTEMBER 25, 2014
PAGE 2 of 2

- D. **Landscape Extras** – A motion was made, seconded and carried to approve the remove of old Aeonium plants behind the Southernwood slope at a cost of \$328.00. **Motion carried 5/0.** A motion was made, seconded and carried to approve the installation of 300 – 1 gallon Tecomaria behind the Southernwood slope at a cost of \$1,875.00. **Motion carried 5/0.**
- E. **Architectural Review Committee Update** – The Architectural Review Committee provided the Board of Directors with an update on the architectural applications.
- F. **Fence Update** – The Fence Committee provided an update to the Board of Directors.
- G. **Draft Proposed Car Rule Change** – This item was tabled until the October meeting.
- H. **Newsletter Agenda** – The Board of Directors will provide Management with any changes to the November 2014 newsletter by September 30, 2014.
- I. **APN # 463-441-09** – No action taken.
- J. **Next Board Meeting Agenda** – No action taken.
- K. **Next Board Meeting** – The next Board of Directors meeting will be held on Thursday, October 23, 2014 at 6:30 P.M. at the Turtle Rock Community Center located at 1 Sunnyhill, Irvine, CA 92603.

VI. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:15 P.M

ACCEPTED:  _____

DATE: 10-23-14