

THE HIGHLANDS COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – JANUARY 21, 2015
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 – JANUARY 21, 2015

The December 17, 2014 Executive Session minutes were approved and a violation hearing was discussed.

I. CALL TO ORDER

The meeting was called to order by Board President, Hugh Chewning, at 6:30 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

No 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 December 17, 2014 General Session Meeting Minutes – RESOLVED**, to ratify the action taken and approve the December 17, 2014 General Session Meeting Minutes.

B. **Acceptance of Financial Statement – RESOLVED**, to accept the November 30, 2014 financial statement as submitted by Management.

V. OLD/NEW BUSINESS

A. **Meeting with Artistic Maintenance** – Elmer Lazo and Louis Hernandez from Artistic Landscape and Tammy Henderson from the Landscape Committee were present to discuss landscape issues with the Board of Directors.

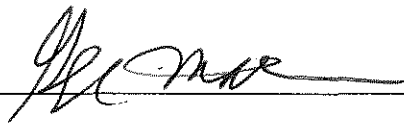
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PAGE 2 of 2

- B. **Landscape Extras Proposal** – A motion was made, seconded and carried to approve three landscape extras proposals submitted by Artistic Maintenance in the amount of \$2,765.00; \$2,960.00 and \$1,160.00. Motion carried 4/1.
- C. **Homeowner Request** – The slope renovation request from the homeowner of 17 Southern Wood was tabled until the February 2015 meeting. Management will let the homeowner know that the landscape maintenance company will provide a proposal for the Board to review at the February meeting.
- D. **Stucco Walls** – This item was tabled until the February 2015 meeting.
- E. **Moving Operating to Reserve Funds** – This item was tabled until the February 2015 meeting.
- F. **Architectural Review Committee Update** – The Architectural Review Committee provided an update to the Board of Directors.
- G. **Fence Update** – The Fence Committee provided an update to the Board of Directors.
- H. **Next Board Meeting Agenda** – Adding a security system to the pool area will be added to the February meeting agenda.
- I. **Next Board Meeting** – The next Board of Directors meeting will be held on Thursday, February 26, 2015 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 7:52 P.M

ACCEPTED: _____



DATE: _____

2-26-15