

QUAIL HILL COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
JANUARY 22, 2009
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BOARD MEMBERS PRESENT:

Brian Von Helmolt – President
Sourabh Tandon – Vice President
Alex Gurski – Treasurer
Wali Reshad – Secretary
Tom Dao – Member at Large

MANAGEMENT REPRESENTATIVE: Sheryl Uggen – Keystone Pacific

ISSUES DISCUSSED IN EXECUTIVE SESSION

Executive Session Meeting Minutes – Approved without changes.

Delinquencies – The following action was recorded:

- APN#481-095-12 – not proceed with filing small claims as the outstanding balance is not over \$500.
- APN#936-34-005 – not file asset search as the outstanding balance is not over \$2,500.
- APN#936-34-020 – not proceed with filing small claims as the outstanding balance is not over \$500.
- APN#936-27-014 – write off outstanding balance of \$231.22 as bad debt.
- APN#932-72-248 – file small claims thirty days after lien is filed.
- APN#934-24-440 – not proceed with filing small claims as the outstanding balance is not over \$500.
- APN#932-72-178 – write off outstanding balance of \$145.89 as bad debt.
- APN#934-24-451 – approve asset search.
- APN#934-24-457 – proceed by filing small claims 30 days after lien is filed
- APN#932-72-165 – proceed by filing small claims 30 days after lien is filed.
- APN#936-34-100 – approve asset search.
- APN#936-34-034 – approve asset search.
- APN#936-34-038 – write off outstanding balance of \$415.87 as bad debt.
- APN#931-68-405 – proceed by filing small claims 30 days after lien is filed.
- APN#933-27-331 – proceed by filing small claims 30 days after lien is filed
- APN#931-68-413 – approve asset search.
- APN#936-27-119 – not proceed with filing small claims as the outstanding balance is not over \$500.
- APN#936-27-127 – not proceed with filing small claims as the outstanding balance is not over \$500.
- APN#936-27-175 – not proceed with filing small claims as the outstanding balance is not over \$500.
- APN#932-72-362 – proceed by filing small claims
- APN#481-112-22 – approve asset search
- APN#481-123-08 – proceed by filing small claims 30 days after lien is filed.
- APN#481-113-31 – proceed by filing small claims 30 days after lien is filed.
- APN#481-095-25 – proceed by filing small claims 30 days after lien is filed.
- APN#936-34-162 – write off outstanding balance of \$324.38 as bad debt.
- APN#935-35-631 – approve asset search
- APN#935-35-645 – proceed by filing small claims 30 days after lien is filed.

Unfinished / New Business

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LEGAL – The Board discussed pending legal matters.

GALLOWAY GROUP REQUEST – Approved the architectural submittal for 513 Luminous as submitted; does not require further review by Galloway Group.

CALL TO ORDER

The meeting was called to order by Board President, Brian Von Helmolt, at 3:45 p.m. at the corporate office of Keystone Pacific Property Management, Inc., 16845 Von Karman, Suite #200, Irvine, CA 92606.

HOMEOWNER FORUM

Valeria Gallardo was present to seek reimbursement for her vehicle that was towed when parked adjacent a fire hydrant. Russell Bushore was present to discuss parking enforcement for Duet and Reunion. Robert Hackett was present to request meeting minutes be posted on web site within five days of meeting and to find out if a link on web site can be created for Ivy Wreath.

VALLEY CREST PRESENTATION

Representatives from Valley Crest were present to update the Board on services performed since the last meeting and what to expect during February and March.

CONSENT CALENDAR

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

- A. **GENERAL SESSION MINUTES – RESOLVED**, to approve the November 20, 2008 General Session Meeting Minutes, as submitted by management and accept the Architectural Report for November and December, 2008.
- B. **TREASURER'S REPORT – RESOLVED**, to accept the October 31, 2008 and November 30, 2008, financial statements as submitted by management.
- C. **CD MATURATION – RESOLVED**, to roll over the investments that mature on February 6th, 13th and 23rd and March 2nd at the highest interest rate for a term to be determined by the broker to continue the ladder portfolio for Quail Hill Community Association, West Village and Midlands as appropriate.
- D. **APPOINTMENT OF INSPECTOR(S) OF ELECTION – RESOLVED**, to appoint a representative of Keystone Pacific Property Management, Inc. to act as the inspector of election.
- E. **VALLEY CREST PROPOSALS – RESOLVED**, to approve the Landscape Extras to replaced one 36” Chinese Elm at 39 Nightshade, one 24” Quereus Ilex at 113 Capeberry and two 24” Tristania trees at 111 Retreat.

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F. **DELINQUENCIES --**

APN#481-095-12 – RESOLVED, to not file a lien against APN#481-095-12 in the amount of \$314.20 until the outstanding balance has reached \$500.00.

APN#936-34-020 – RESOLVED, to not file a lien against APN#936-34-020 in the amount of \$279.80 until the outstanding balance has reached \$500.00.

APN#932-72-248 – RESOLVED, to file a lien against APN#932-72-248 in the amount of \$588.00 if the homeowner has not brought the account current by the date of the meeting.

APN#934-24-440 – RESOLVED, to not file a lien against APN#934-24-440 in the amount of \$423.60 until the outstanding balance has reached \$500.00.

APN#934-24-467 – RESOLVED, to file a lien against APN#934-24-457 in the amount of \$517.40 if the homeowner has not brought the account current by the date of the meeting.

APN#932-72-165 – RESOLVED, to file a lien against APN#932-72-165 in the amount of \$954.60 if the homeowner has not brought the account current by the date of the meeting.

APN#931-68-405 – RESOLVED, to file a lien against APN#931-68-405 in the amount of \$831.00 if the homeowner has not brought the account current by the date of the meeting.

APN#936-27-119 – RESOLVED, to not file a lien against APN#936-27-119 in the amount of \$387.80 until the outstanding balance has reached \$500.00.

APN#936-27-127 – RESOLVED, to not file a lien against APN#936-27-127 in the amount of \$431.25 until the outstanding balance has reached \$500.00.

APN#936-27-175 – RESOLVED, to not file a lien against APN#936-27-175 in the amount of \$398.60 until the outstanding balance has reached \$500.00.

APN#481-123-08 – RESOLVED, to file a lien against APN#481-123-08 in the amount of \$1,220.40 if the homeowner has not brought the account current by the date of the meeting.

APN#481-113-31 – RESOLVED, to file a lien against APN#481-113-31 in the amount of \$1,030.00 if the homeowner has not brought the account current by the date of the meeting.

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APN#481-095-25 – RESOLVED, to file a lien against APN#481-095-25 in the amount of \$2,220.80 if the homeowner has not brought the account current by the date of the meeting.

APN#935-35-645 – RESOLVED, to not file a lien against APN#935-35-645 in the amount of \$489.00 until the outstanding balance has reached \$500.00.

UNFINISHED/NEW BUSINESS

- A. **SUB-ASSOCIATION PARKING ISSUES** – No action taken; legal counsel will provide a draft of a parking program for Board review.
- B. **ELECTRONIC ACCESS CONTROL FOR THE RECREATIONAL FACILITIES**
– Management advised that the system installation has been completed; waiting on the telephone company to activate a dedicated line at each facility. Target date for activation is March 9th.
A motion was made, seconded and carried to revise the cost of replacement key fobs from \$50 to \$75 each. (5/0)
- C. **SPRING MOVIE EVENT** – Tabled further discussion to March meeting; suggested Mamma Mia be showed at next movie night.
- D. **NEXT MEETING DATE** – The next Board of Directors meeting will be held on Thursday, March 19, 2009.

ADJOURNMENT

There being no further business to come before the Board, the meeting is adjourned at 5:45p.m.

ACCEPTED:  DATE: 4/23/09