

**BELSERA COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES**

April 26, 2011

- CALL TO ORDER** The Board of Directors meeting of the Belsera Community Association was called to order at 6:06 p.m. by President, Simon Mayeski, at the Tierrasanta Recreation Center, 11220 Clairemont Mesa Boulevard, San Diego CA 92124
- MEMBERS PRESENT** Simon Mayeski, President
Leslie Pembroke, Treasurer
Carol Corporales, Vice President
Ralph Kingery, Secretary
Patricia Dean, Director
- ABSENT** None
- OTHERS PRESENT** Robin Fennell, Community Association Manager, Walters Management
Karoline Whitaker, Recording Secretary, Walters Management
Interested Homeowners
- HOMEOWNER FORUM** The meeting was opened for comments from homeowners. There were no topics for discussion brought before the Board.
- APPROVAL OF MINUTES** The Board reviewed the minutes of March 22, 2011 Board meeting.

Upon a motion duly made, seconded, and unanimously carried, the Board of Directors approved the Regular Session minutes from March 22, 2011 Board meeting as submitted. (Mayeski/Pembroke)
- TREASURER'S REPORT** The Board reviewed the March 2011 financials as submitted by Walters Management and indicated that the Board of Directors' review was in compliance with California Civil Code Section 1365.5(a)(1) through (5).

Upon a motion duly made, seconded, and unanimously carried; the Board of Directors approved the March 2011 financials as submitted, pending audit. (Pembroke/Mayeski)
- AGING REPORT** The Board reviewed the Aging Report as of 4/26/11.

Upon a motion duly made, seconded, and unanimously carried; the Board authorized management to conduct a background search on the following prior owners to collect on delinquent assessments in accordance with the Association's Collection Policy and Civil Code requirements:
(Mayeski/Pembroke)
- 131430 (\$4,344.00)
 - 131433 (\$3,075.50)
- Upon a motion duly made, seconded, and unanimously carried; the Board authorized management to send the following account to the attorney to begin foreclosure proceedings. (Pembroke/Corporales)

- 069213 (\$11,024.40)

Upon a motion duly made, seconded, and unanimously carried; the Board authorized management to write-off the following prior owner's bad debt and attempt to collect on delinquent assessments through a collections agency in accordance with the Association's Collection Policy and Civil Code requirements: (Dean/Pembroke)

- 069276 (\$1,423.00)

**RATIFICATION OF
ACTIONS TAKEN
OUTSIDE OF A
MEETING**

The following motion was unanimously approved by the Board via email:

1. ARS Plumbing proposal in the amount of \$6,738.00 to repair a hot and cold water slab leak located at 11340 Camino Playa Cancun #5.

Upon a motion duly made, seconded and carried unanimously, the Board voted to ratify the actions taken outside of a meeting for the approval of the ARS Plumbing invoice in the amount of \$6,738.00. (Pembroke/Mayeski)

**CHILDREN AT PLAY
DISCUSSION**

There was a discussion regarding the safety of children playing at Belsera.

A motion was made to poll the membership on whether or not Belsera should install a play area. The motion was not seconded. No action was taken. (Dean)

**ELECTIONS
INSPECTOR**

The Board reviewed a proposal in the amount of \$1,730.00 from Ace Inspectors to conduct necessary procedures for the upcoming Annual Election.

This item is tabled pending a proposal from The Law Offices of Rick Salpietra.

**TEMPORARY
ADJORNMENT**

The Regular Session meeting was temporarily adjourned at 7:00 p.m. and the Board entered Executive Session.

RECONVENE

Regular Session was reconvened at 7:39 p.m.

BUDGET REVIEW

The Board reviewed the draft 2011/2012 budget and recommended changes. Management will incorporate specified changes and resubmit the budget to the Board for approval.

**MORGAN STANLEY
SMITH BARNEY**

The Board reviewed a recommendation from David Lynn of Morgan Stanley Smith Barney to continue to ladder the Reserve portfolio by decreasing the money market balance by making the following investments:

\$95,000 24-month CD

\$95,000 30-month CD

\$95,000 36-month CD after the \$95,000 CD matures on June 13, 2011

\$76,875 plus interest to remain liquid in the money market account

Upon a motion duly made, seconded, and carried unanimously; the Board voted to accept the recommendation from Morgan Stanley Smith Barney. (Pembroke/Mayeski)

HOMEOWNER REQUEST FOR ARCHITECTURAL REVIEW

The Board reviewed correspondence from Susan Veen, 11336 Camino Playa Cancun #3, requesting that the Board reconsider the architectural approval granted to unit #6 for the installation of a replacement window, due to subsequent noise issues.

The Board's response will be issued to Ms. Veen in writing.

FRENCH DRAIN AT UNIT 11352-5

The Board reviewed a proposal from Jon Wayne Construction in the amount of \$18,235.00 inclusive of all costs for installing French Drains at the garage of unit 11352 Portobelo Drive #5.

The Board reviewed a proposal from Paul Davis Restoration in the amount of \$14,586.00, which does not include costs for tree removal and grading, for the installation of French drains at the garage of unit 11352 Portobelo Drive #5.

Upon a motion duly made, seconded, and carried unanimously; the Board voted to approve the Jon Wayne Construction proposal in the amount of \$18,235.00 all inclusive. (Kingery/Mayeski)

REIMBURSEMENT REQUEST

The Board reviewed a request from the owner of unit 11340-4 Portobelo Drive for reimbursement in the amount of \$360.00 for costs incurred to replace ducts that were eaten by rats in the attic.

A motion was not made to approve the request. The request is denied.

BRUSH MANAGEMENT

The Board reviewed a proposal from Benchmark Landscape Companies in the amount of \$7,950.00 to complete brush management services as required by the City of San Diego.

Upon a motion duly made, seconded, and carried unanimously; the Board voted to approve the Benchmark Landscape Companies proposal in the amount of \$7,950.00. (Kingery/Mayeski)

INFORMATIONAL ITEMS

The Board reviewed the following informational items:

- Action list
- Work order log
- Correspondence
- New Unit Listing
- Map/Calendar

ADJOURNMENT

There being no further matters to come before the Belsera Board of Directors, the Regular Session meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Karoline Whitaker, Recording Secretary

APPROVED:



Simon Mayeski, President

Date

 5/24/11

Ralph Kingery, Secretary

Date