

**INDIAN HILL TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS
GENERAL SESSION MEETING MINUTES
MARCH 27, 2017**

NOTICE

Upon notice duly given, the Indian Hill Townhomes Association Board of Directors meeting was held March 27, 2017 at 6:00 p.m. at Seabreeze Management Company, Inc., 39 Argonaut, Suite 100, Aliso Viejo, California.

DIRECTORS PRESENT

Michael Wood, President
Eric Bray, Vice-President
Sean Reigle, Treasurer
Jarrod Purdon, Secretary
Mercedes Julian, Member at Large

SEABREEZE MANAGEMENT COMPANY, INC.

Diana Chia, Account Executive

EXECUTIVE SESSION SUMMARY

- Executive Session minutes for February 27, 2017 were approved.
- Delinquencies/Collections were reviewed.

CALL TO ORDER

With a quorum being present, President, Michael Wood, called the meeting to order at 5:30 p.m.

HOMEOWNER FORUM

There were no homeowners present at the meeting.

MINUTES

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved the February 27, 2017 General session meeting minutes as presented. Ayes: Wood, Bray and Purdon and Julian. Nays: None. Abstain: Reigle. The motion carried.

FINANCIALS

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved the February 25, 2017 financial statements as presented, subject to audit. The motion carried unanimously.

2016 AUDIT APPROVAL

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved the 2016 draft audit submitted by Inouye, Shively & Klatt, Certified Public Accounts, LLP, for the fiscal year ending December 31, 2016. The motion carried unanimously.

WINDOW Z FLASHING REPAIR – 10 HOLLY HILL LANE

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved Project No. HCO170482 Repair submitted by CBCI Construction, Inc., to install new Z Flashing at one (1) window at 10 Holly Hill Lane, at a total cost not to exceed \$795.00. To be coded to reserves GL #4509. The motion carried unanimously.

WOOD/FASCIA/Z FLASHING REPAIR – 16 AUTUMN HILL LANE

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved Project No. HCO170440 Repair submitted by CBCI Construction, Inc., for wood trim, fascia and z-bar metal replacement, at a total cost not to exceed \$5,535.00. The motion carried unanimously.

REAR SLIDER DOOR/WINDOW REPAIRS – 5 AUTUMN HILL LANE

Be it resolved, upon a motion duly made and seconded, the Board of Directors determined to table the repair proposals submitted by CBCI Construction, Inc. and Antis Roofing & Waterproofing, Inc. in the amounts ranging from \$1,750.00- \$2,987.00. The Board determined to hold off on the repair until the homeowner(s) are called to a hearing for the April 24, 2017 meeting. Per the governing documents, the homeowner(s) are responsible to repair the damage /the cost of the repairs to the rear slider door, as any existing damage was inherited when they purchased the property. The motion carried unanimously.

NEXT MEETING

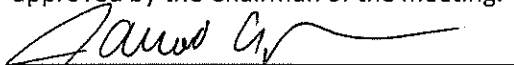
The next scheduled meeting date is April 24, 2017. Meeting time is 6:30 p.m. at Seabreeze Management Company, Inc., 26840 Aliso Viejo Pkwy, Suite 100, Aliso Viejo, California, 92656 (new location).

ADJOURNMENT

The General Session adjourned at 6:55 p.m.

SECRETARY'S CERTIFICATE

I, JARROD PURDON, Secretary, the duly Appointed and Acting Secretary, of the Indian Hill Townhomes Association, do hereby certify under penalty of perjury that the attached is a true and correct copy of the minutes of the Board of Directors General Session Meeting, held Monday, March 27, 2017, as approved by the Chairman of the meeting.


Jarrod Purdon, Secretary

4/24/2017
Date