

**NEWPORT SHORES COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS GENERAL SESSION MINUTES  
August 6, 2013**

The General Session Meeting of the Newport Shores Community Association Board of Directors was held at the Association Clubhouse, 511 Canal Street, Newport Beach, California. There being a quorum present, the Meeting was called to order at 7:05 P.M. by President Howard Rich.

**Directors Present**

Howard Rich,	President	Gail Zook,	Member at Large
Kennie Jo Rizzo	Vice President	Sean Pence,	Member at Large
Rene Rimlinger,	Treasurer	Bill Seitz,	Member at Large
Barbara Thibault,	Secretary	Mike Sinacori,	Member at Large
Carey Ransom,	Member at Large	Gary Belt,	Member at Large

**Also Present**

George Harvey, AMMCOR

**Homeowners Forum**

A homeowner discussed a citation from the City of Newport Beach and wants a written statement from the city that she is in compliance. The homeowner was disappointed that bushes were trimmed to low which has caused a privacy issue. The Board President will review the area and the Board will respond to the homeowner in writing.

**Board Appointment**

The Nomination Committee held a meeting to discuss candidates to fill the vacant board position. Following the discussion, it was moved by Kennie Jo Rizzo and seconded by Barbara Thibault to approve Robert Paal to the board of Directors to fill the vacant board position. The motion carried unanimously.

**Board Reorganization**

The Board of Directors discussed board positions. Following the discussion, it was moved by Kenny Jo Rizzo and seconded by Bill Seitz to approve the current Board to remain in their present positions and to appoint Robert Paal as a Member at Large. The motion carried unanimously.

**Minutes**

The Board of Directors reviewed the Minutes from the June 4, 2013 General Session Meeting. Following the review, it was moved by Rene Rimlinger and seconded by Barbara Thibault to approve the June 4, 2013 General Session Minutes, as presented. The motion carried unanimously.

**Directors Guide Review**

Barbara Thibault reviewed the contents of the Directors Guide, which will be used as a reference tool to assist board members and to better serve the members of the community.

**Executive Session Meeting Topics**

In accordance with California Civil Code 1363.05, the Board of Directors notes the following topics were discussed during the Executive Session Meeting held on August 6, 2013.

1. Approval of the Executive Session Meeting Minutes
2. Delinquent Account Review
3. Member Disciplinary Matters

**Treasurer's Report**

The Board of Directors reviewed the financial statements for the periods ending June 22, 2013 and July 22, 2013. Following the review, it was moved by Barbara Thibault and seconded by Bill Seitz to approve the June 22, 2013 and July 22, 2013 financial statements, subject to the annual audit. The motion carried unanimously.

In June the loan was paid off and the reserves allocations were funded.

### **General Business**

#### **Managers Action List**

The Board of Directors reviewed the Action List from the June 4, 2013 Board meeting.

#### **OCSD Bitter Point PS Landscape Review**

Mike Sinacori presented a chart showing California native plant material to be used for installation at the pump station and recommended a letter be mailed to the Orange County Sanitation Department. Board members Mike Sinacori, Gary Belt, Kennie Jo Rizzo will draft a letter, which will be reviewed and receive approval from the Board prior to mailing. Following the discussion, it was moved by Carry Ransom and seconded by Barbara Thibault to approve the mailing of the letter after the Board has reviewed and approved the letter. The motion carried unanimously

#### **Mariners Mile Future Road Improvements and Master Plan Changes**

Mike Sinacori updated the Board of Directors regarding the Mariners Mile future road project. A video of the July 9, 2013 city council meeting was playing in which council member Petros discussed the project. It was the General Consent of the Board of Directors not to take an official position but the information can be shared with the homeowner through the newsletter and or an email blast.

#### **Corps of Engineers Dredging Project Update**

The Board of Directors discussed the recent dredging project. It was noted and experienced by some board members that the dredging was not completed correctly. The Corps of Engineers need to return to finish the incomplete work and a letter needs to be sent addressing the issue. Following the discussion, it was moved by Sean Pence and seconded by Rene Rimlinger to approve sending a letter to the Corps of Engineers to return to complete the half-finished dredging project after the Board has reviewed and approved the letter. The motion carried unanimously.

#### **Landscape Performance Review**

The Board of Directors discussed the landscape maintenance being performed by the Association's gardener, Frank Bolanos. Mr. Bolanos had over trimmed some plant material but overall he has done a good job.

#### **Website and Newsletter Information Update**

Carry Ransom discussed the first draft email newsletter that was sent to Board members to review and provide feedback. Carry has been working with Brian Pike to move forward with a new website design and plan. Starting in January with a host only contract with Mr. Pike but he could be hired for additional projects if needed. The charge to set up the website would be \$450.00. Following the discussion, it was moved by Carry Ransom and seconded by Sean Pence to approve the expenditure of \$450.00 to Brian Pike to move forward in setting up the new website design. The motion carried unanimously.

A company that is set up to serve homeowner associations provides special local offers/discounts for members for restaurants and retail in the immediate local vicinity. All the association would have to do is link to it from our website and promote it in our newsletters for discounts to the members and promotion for nearby businesses, at no cost.

### **Committee Reports**

## **Executive Committee Report**

Howard Rich reported the homeowner email list is completed and approximately 60% of the residents are on the list. Mr. Rich discussed a homeowner's concerns regarding recent planting and no longer having privacy due to recent trimming of the plants. Mr. Rich will contact and meet with the homeowner to discuss the issue.

## **Social Committee Report**

Kennie Jo Rizzo reported the 4<sup>th</sup> of July event was successful and the child had a fun time. The event was under budget because it made money. Kennie Jo is planning a Volunteer Recognition event. Following the discussion, it was moved by Sean Pence and seconded by Mike Sinacori to approve a \$200.00 gift card for Tom Higgs. The motion carried 6-4. Following the discussion, it was moved by Barbara Thibault and seconded by Gail Zook to approve holding a Volunteer Recognition event. The motion carried unanimously.

## **Nomination Committee Report**

Kennie Jo Rizzo reported the Nomination Committee held a meeting to discuss filling the vacancy on board.

## **Maintenance and Improvement Committee Report**

Mike Sinacori reviewed the Maintenance and Improvement report dated August 6, 2013, which will be attached to the meeting minutes. The report provided a summary of the recent and past month's efforts and the upcoming maintenance and improvement efforts along with the committee's recommendations. Following the discussion, it was moved by Mike Sinacori and seconded by Gary Belt to approve the replacement of the clubhouse counter top and sink by Breakwater Management, faucets not included, for a total not to exceed \$1,550.13. The motion carried unanimously. Following the discussion, it was moved by Mike Sinacori and seconded by Rene Rimlinger to approve the purchase of 77 T-shirts for a total not to exceed \$1,100.00. The motion carried unanimously. The committee will obtain costs and recommend a location for a storage shed which will be presented at the next meeting.

## **Facilities Use Committee Report**

Gail Zook discussed installing new signage at the tennis courts.

## **Next Meeting Date**

The next Regular Meeting of the Board of Directors will be held on September 3, 2013 at 7:00 P.M. at the Associations clubhouse.

## **Adjournment**

There being no further business to come before the Board of Directors, it was the general unanimous consent of the Board of Directors to adjourn the General Session Meeting at 9:20 P.M.

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President

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Secretary

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Date