

**NEWPORT SHORES COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS GENERAL SESSION MINUTES  
October 1, 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 7:01 P.M. by President Howard Rich.

**Directors Present**

|                   |                 |                |                 |
|-------------------|-----------------|----------------|-----------------|
| Howard Rich,      | President       | Gary Belt,     | 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 | Gail Zook,     | Member at Large |

**Director Absent**

Robert Paal, Member at Large

**Also Present**

George Harvey, AMMCOR

**Homeowners Forum**

No homeowners attended tonight's meeting.

Guest speaker Robyn Vettraino, Newport Banning Land Trust, informed the Board they are funded by the Banning Ranch to manage and clean up the open spaces at Banning Ranch.

**Minutes**

The Board of Directors reviewed the Minutes from the September 3, 2013 General Session Meeting. Following the review, it was moved by Barbara Thibault and seconded by Gary Belt to approve the September 3, 2013 General Session Minutes, as presented. The motion carried unanimously.

**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 October 1, 2013.

1. Approval of the Executive Session Meeting Minutes
2. Delinquent Account Review
3. Consideration of Contracts

**Treasurer's Report**

The Board of Directors reviewed the financial statements for the periods ending September 22, 2013. Following the review, it was moved by Mike Sinacori and seconded by Gail Zook to approve the September 22, 2013 financial statements, subject to the annual audit. The motion carried unanimously. Management was directed to remind the accounting department not to include the cover sheet with the financial reports and to place Collections Policy clarification on the November agenda.

**Auditor Proposals**

The Board of Directors reviewed the audit and tax services proposals submitted by Schonwit & Company, Newman & Associates, Inouye, Shively, Longtin & Klatt and Robert A. Owens. Following the review, it was moved by Sean Pence and seconded by Carey Ransom to approve the audit and tax services proposal from Schonwit & Company for a total not to exceed \$925.00. The motion carried unanimously.

**General Business**

## **Managers Action List**

The Board of Directors reviewed the Action List from the September 3, 2013 Board meeting.

### **Committee Reports**

#### **Executive Committee Report**

Howard Rich provided a summary of the September 18<sup>th</sup> dredge meeting with city officials. The Corp of Engineers will be returning to clean up the mess they left behind but will not be doing any more dredging work. The trailer park is having meetings with the city but those discussions were not revealed. Howard Rich is working with Gary Belt to answer questions regarding the Directors Guide and will bring any unresolved issues to the Board to discuss, if needed.

#### **Landscape Committee Approval and Appointment**

The Board of Directors discussed the creation of a Landscape Committee and appointing a chairperson. Following the discussion, it was moved by Howard Rich and seconded by Barbara Thibault to approve a Landscape Committee and to appoint Gary Belt as the chairperson. The motion carried unanimously.

#### **Establish Lien Restriction Committee**

The Board of Directors discussed approving a Lien Restriction Committee. Howard Rich and Robert Paal will work on this and present the recommendations to the Board.

#### **Establish Contractors Annual Review Committee**

The Board of Directors discussed establishing a contractor's annual review committee. Howard Rich and Rene Rimlinger will discuss when to place this on the community's annual calendar.

#### **Social Committee Report**

Kennie Jo Rizzo discussed the crafts program and the need for volunteers for the upcoming Halloween event.

#### **Nomination Committee Report**

Kennie Jo Rizzo informed the Board that Howard Rich, Sean Pence, Gary Belt, Bill Seitz and Kenzie Jo Rizzo their terms on the Board expire in March 2014.

#### **Maintenance and Improvement Committee Report**

Mike Sinacori reviewed the Maintenance and Improvement report dated September 25, 2013, which will be attached to the meeting minutes. The report provided a summary of the recent and past month's efforts, the upcoming maintenance and improvement efforts along with the committee's recommendations.

The Board of Directors discussed replacing the pool heater. Following the discussion, it was moved by Sean Pence and seconded by Carey Ransom to approve the Aquarius Pool Service proposal to install a new Laars HIE-2 pool heater for a total not to exceed \$7,195.00. The motion carried unanimously.

The Board of Directors discussed replacing the water heater. Following the discussion, it was moved by Sean Pence and seconded by Carey Ransom to approve Foothill Plumbing to replace the water heater for a total not to exceed \$1,500.00. The motion carried unanimously.

The Board of Directors discussed repairing the sewer lateral. Following the discussion, it was moved by Bill Seitz and seconded Carey Ransom to approve the proposal submitted by Mike Kilbride, LTD to repair the sewer lateral for a total not to exceed \$3,850.00. The motion carried unanimously.

The Board of Directors discussed installing gas Barbeque grills and a gas line. Following the discussion, it was moved by Rene Rimlinger and seconded by Sean Pence to approve a budget of \$10,500.00 for the installation of two gas Barbeque grills and a gas line. The design and cost must be presented to the Board for final approval. The motion carried unanimously.

**Facilities Use Committee Report**

Gail Zook discussed the meeting held with Anthony Iacopetti, Orange Coast Aquatic Conference. The contact between the Association and Orange Coast Aquatic Conference was forwarded to the Board for review prior to the meeting. Following the discussion, it was moved by Carey Ransom and seconded by Rene Rimlinger to approve the Orange Coast Aquatic Conference contract. The motion carried unanimously.

**Next Meeting Date**

The next Regular Meeting of the Board of Directors will be held on November 5, 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 9:01 P.M.

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President

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Secretary

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Date