

**San Clemente Shorecliffs Beach Club Association
General Session Meeting Minutes
July 11, 2017**

1 Upon due notice, given and received, the Board of Directors of the San Clemente
2 Shorecliffs Beach Club Association held their regularly scheduled Board of
3 Directors Meeting on Tuesday, July 11, 2017 at the San Clemente Shorecliffs Beach
4 Club. Vice President Steve Elmer called the Meeting to order at 7:00 p.m. with a
5 quorum of Directors present.

6

7 **Directors Present**

Directors Present

8 Steve Elmer, Vice President

9 Danny Werner, Secretary

10 Danielle Burmeister, Treasurer

11 Don Sterner, Director

12 Paul Fisher, Director

13 Dorothy Melia, Director

14

15 **Directors Absent**

Directors Absent

16 Steve Rose, President

17

18 **Also Attending**

Also Attending

19 Seventeen (17) Homeowners

20 Jay Elston, Club Manager

21 Emma Scheid, Assistant Club Manager

22 Dianne Davega, AMMCOR (*left at 7:55 p.m.*)

23 Courtney Ekeberg, CMCA®, AMMCOR (*arrived at 7:50 p.m.*)

24

25 **Executive Session Meeting Matters**

Executive Session

26 In accordance with California Civil Code Section 4935(e), the Board of Directors
27 notes the following topics were discussed during an Executive Session held on July
28 11, 2017:

29 1. Approved the Executive Session Meeting Minutes for June 13, 2017.

30 2. Delinquency Review.

31 3. Member Discipline.

32

33 **Homeowner's Forum**

Homeowner Forum

34 Seventeen (17) homeowners were in attendance and the topics discussed are outlined

35 below:

- 36 • Shed.
- 37 • Clothing items.
- 38 • Staff.
- 39 • Check cashed without two (2) Board Member's signatures.
- 40 • Obtaining three (3) proposals.
- 41 • An incident that occurred at the club with one (1) of the members.

42

43 *General Session was recessed at 8:00 p.m. to begin the Executive Session Meeting.*

44 *General Session was reconvened at 8:23 p.m. following the adjournment of the*
45 *Executive Session Meeting.*

46

47 **Secretary's Report**

Secretary's Report

48 The Board of Directors reviewed the Minutes from the June 13, 2017 General
49 Session Meeting. Following review and discussion, a motion was made by Danny
50 Werner and seconded by Paul Fisher to approve the Minutes as presented. The
51 motion carried unanimously.

52

53 **Treasurer's Report**

Treasurer's Report

54 The Board of Directors reviewed the June 22, 2017 Financial Statements. Following
55 review and discussion, a motion was made by Danny Werner and seconded by Steve
56 Elmer to accept the Financial Statements subject to the Annual Audit. The motion
57 carried unanimously.

58

59 **Manager's Reports**

Managers Reports

60 Jay Elston provided the Board with his monthly report. Following review and
61 discussion, it was the general consent of the Board to have parking tickets created.

62

63 The San Clemente Lifeguards have requested to rent the club when the club is not
64 available for rentals. Following review and discussion, a motion was made by Danny
65 Werner and seconded by Paul Fisher to deny this request as the rules clearly state
66 when the club can be rented out. The motion carried unanimously.

67

68 Mr. Elston stated that this will be his last year as Club Manager.

69 Assistant Club Manager Emma Scheid stated that September 1, 2017 will be her last
70 day and Ms. Scheid expressed her interest in coming back for the 2018 season.

71

72 **Activity/Committee Reports**

Activity Reports

73 **Website**

Website

74 No new business reported.

75

76 **Newsletter**

Newsletter

77 The next newsletter will go out before August 18th, 2017.

78

79 **Facebook**

Facebook

80 No new business reported.

81

82 **Recreation/Activities**

Recreation/Activities

83 The next activities will be the Pig Roast on July 29th, the Campout on August 12th and
84 the Luau on August 26th, 2017.

85

86 **Maintenance Improvement Plan**

Maintenance

87 The Board of Directors reviewed the updated spreadsheet. Following review and
88 discussion, it was the general consent of the Board to see if a member has a gas
89 powered weed whacker that the staff can borrow to remove the weeds on Coast
90 Highway.

91

92 **Membership/Welcome**

Membership

93 No new business reported.

94

95 **General Business**

General Business

96 **Resignation of Board Member Tom Marier**

Board Member Resignati

97 The Board of Directors reviewed the resignation letter effective June 27, 2017. No
98 action required.

99

100 **Shed**

Shed

101 A motion was made by Paul Fisher and seconded by Steve Elmer to remove the shed
102 and have Paul Fisher reimburse the association \$1,500.00. The motion did not carry.

103 A motion was made by Steve Elmer and seconded by Don Sterner to remove the shed
104 and continue to make efforts to receive a refund. The motion carried with four (4)
105 yes votes with Danny Werner and Danielle Burmeister abstaining.

106

107 **Delivery of Checks**

Delivery of Checks

108 The Board of Directors discussed who should pick the checks for signatures.
109 Following review and discussion, it was the general consent of the Board to have
110 AMMCOR sign the payroll checks, have Dorothy Melia pick them up and the rest of
111 the association's checks will be signed at the Board Meeting.

112

113 **Alante Insurance Programs**

Alante Insurance

114 The Board of Directors reviewed the insurance renewal in the amount of \$10,341.00.
115 Following review and discussion, a motion was made by Don Sterner and seconded
116 by Danny Werner to approve the renewal. The motion carried unanimously.

117

118 **Reserve Study**

Reserve Study

119 The Board of Directors reviewed the updated study provided by Advanced Reserve
120 Solutions. Following review and discussion, a motion was made by Steve Elmer
121 and seconded by Danny Werner to approve the study. The motion carried
122 unanimously.

123

124 **Next Meeting**

Next Meeting

125 The next meeting of the Board of Directors will be August 8, 2017 at the Beach Club.

126

127 **Adjournment**

Adjournment

128 There being no further business to come before the Board, it was the general consent
129 of the Board to adjourn the meeting at 9:47 p.m.

130

131 **Attest**

Attest

132

133

134

President

Secretary

135