

**San Clemente Shorecliffs Beach Club Association
General Session Meeting Minutes
March 14, 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, March 14, 2017 at the San Clemente Shorecliffs
4 Beach Club. President, Stephan Rose called the Meeting to order at 7:00 p.m. with
5 a quorum of Directors present.

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7 **Directors Present**

8 Stephan Rose, President

9 Steve Elmer, Vice President

10 Danny Werner, Secretary

11 Danielle Burmeister, Treasurer

12 Paul Fisher, Director

13 Dorothy Melia, Director

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15 **Directors Absent**

16 Dan Flynn, Director

17 Tom Marier, Director

18 Don Sterner, Director

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20 **Also Attending**

21 Jay Elston, Beach Club Manager

22 Courtney Ekeberg, CMCA®, AMMCOR

23

24 **Executive Session Meeting Matters**

25 In accordance with California Civil Code Section 4935(e), the Board of Directors
26 notes the following topics were discussed during an Executive Session held on
27 March 14, 2017:

28 1. Approved the Executive Session Meeting Minutes for February 15, 2017.

29 2. Delinquency Review.

30 3. Approved the Orange County Lifeguard Contract.

31

32 **Homeowner's Forum**

33 No homeowners were in attendance.

34

Executive Session

Homeowner Forum

35 **Secretary's Report**

36 The Board of Directors reviewed the Minutes from the February 15, 2017 General
37 Session Meeting. Following review and discussion, a motion was made by Danny
38 Werner and seconded by Steve Elmer to approve the Minutes as amended. The
39 motion carried unanimously.

40
41 **Treasurer's Report**

42 The Board of Directors reviewed the February 22, 2017 Financial Statements.
43 Following review and discussion, a motion was made by Danny Werner and
44 seconded by Steve Elmer to accept the Financial Statements subject to the Annual
45 Audit. The motion carried unanimously.

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47 **Manager's Reports**

48 Jay Elston provided the Board with his monthly report with the following action
49 taken:

50 **Fences and Gates**

51 The Board of Directors reviewed the proposal submitted by Armor Fence Concepts in
52 the amount of \$3,232.00 for gate and fence repairs/replacements. Following review
53 and discussion, a motion was made by Steve Elmer and seconded by Paul Fisher to
54 approve the proposal. The motion carried unanimously.

55
56 **Benches and Tables**

57 The Board of Directors reviewed the proposal submitted by MFPRP Inc. in the
58 amount of \$16,500.00 to rebuild the benches and tables. Following review and
59 discussion, a motion was made by Steve Elmer and seconded by Paul Fisher to
60 approve the proposal with the condition that Jay Elston does not obtain a proposal in
61 a lower amount within a week of the meeting and if a proposal is obtained, then the
62 Board will hold a meeting to review both proposals. The motion carried
63 unanimously.

64
65 **Chair Cushions**

66 A motion was made by Paul Fisher and seconded by Steve Elmer to have Mr. Elston
67 purchase 12 new cushions at a cost of \$53.00 per cushion and to have them scotch
68 guarded. The motion carried unanimously.

Secretary's Report

Treasurer's Report

Managers Reports

Fences & Gates

Benches & Tables

Chair Cushions

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70	<u>Activity/Committee Reports</u>	Activity Reports
71	Website	Website
72	Paul Fisher stated that the website is updated and he is working on a Google calendar.	
73		
74	Newsletter and Flyers	Newsletter & Flyers
75	Dorothy Melia stated that the association has three (3) businesses that are advertising	
76	in the March newsletter.	
77		
78	Facebook	Facebook
79	Danielle Burmeister stated that Casey Veteto will be updating the Facebook page	
80	once a week.	
81		
82	Recreation	Recreation
83	Danielle Burmeister provided the Board with a list of activities for the year.	
84		
85	Maintenance	Maintenance
86	Painting	Painting
87	The Board of Directors reviewed the proposal submitted by All Star Painting in the	
88	amount of \$7,480.00 to paint the interior and exterior of the club, replace the hinges	
89	and paint the playground equipment. Following review and discussion, <u>a motion was</u>	
90	<u>made by Steve Elmer and seconded by Danielle Burmeister to approve the proposal.</u>	
91	<u>The motion carried unanimously.</u>	
92		
93	Tennis Court Net Poles	Tennis Court Net
94	The Board of Directors reviewed the proposal submitted by Willier Masonry to	
95	replace two (2) poles in the amount of \$1,700.00. Following review and discussion, <u>a</u>	
96	<u>motion was made by Steve Elmer and seconded by Paul Fisher to approve the</u>	
97	<u>proposal. The motion carried unanimously.</u>	
98		
99	Membership/Welcome	Membership
100	No new business reported.	
101		
102	Catwalk	Catwalk

<p>103 Stephan Rose provided the Board with the history of the catwalk. 104 105 Entry Signage Landscape 106 Stephan Rose provided the Board with planting ideas for the monument. 107 108 <u>General Business</u> 109 Draft Audit 110 The Board of Directors reviewed the draft audit provided by Newman and Associates, 111 Inc. Following review and discussion, <u>a motion was made by Paul Fisher and</u> 112 <u>seconded by Dorothy Melia to approve the audit. The motion carried unanimously.</u> 113 114 Proposed Rule Change 115 The Board of Directors reviewed the proposed rule changes that have already been 116 sent to the membership for the 30 day comment period; Guests must be accompanied 117 by the homeowner or the homeowner’s direct lessee, if applicable, and have the 118 homeowner’s valid membership wristband with them when visiting the Beach Club 119 and Smoking of any kind is prohibited on the Beach Club property. Following review 120 and discussion, <u>a motion was made by Danielle Burmeister and seconded by Paul</u> 121 <u>Fisher to adopt the new rules effective immediately. The motion carried with five (5)</u> 122 <u>yes votes with Dorothy Melia voting no.</u> 123 124 Filtration Plant Overflow 125 Jay Elston provided the Board with the run down how the plant works. 126 127 <u>Board Member Comments</u> 128 New club logo. 129 130 <u>President’s Comments</u> 131 No comments. 132 133 <u>Next Meeting</u> 134 The next meeting of the Board of Directors will be April 11, 2017 at the Beach Club. 135 136 Adjournment</p>	<p>Entry Signage</p> <p>General Business</p> <p>Draft Audit</p> <p>Proposed Rule Change</p> <p>Filtration Plant</p> <p>Board Member</p> <p>President’s Comments</p> <p>Next Meeting</p> <p>Adjournment</p>
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137 There being no further business to come before the Board, a motion was made by
138 Danny Werner and seconded by Steve Elmer to adjourn the meeting at 9:11 p.m. The
139 motion carried unanimously.

140

141 **Attest**

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143

144

President

Secretary

Attest