

**San Clemente Shorecliffs Beach Club Association  
General Session Meeting Minutes  
August 8, 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, August 8, 2017 at the San Clemente Shorecliffs  
4 Beach Club. President Steve Rose called the Meeting to order at 7:00 p.m. with a  
5 quorum of Directors present.

6

7 **Directors Present**

8 Steve Rose, President  
9 Steve Elmer, Vice President  
10 Danielle Burmeister, Treasurer  
11 Don Sterner, Director  
12 Dorothy Melia, Director  
13 Mike Smith, Director

14

15 **Directors Absent**

16 Danny Werner, Secretary  
17 Paul Fisher, Director  
18 Bill Morgan, Director

19

20 **Also Attending**

21 Three (3) Homeowners  
22 Jay Elston, Club Manager  
23 Courtney Ekeberg, CMCA®, AMMCOR

24

25 **Executive Session Meeting Matters**

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  
28 August 8, 2017:

- 29 1. Approved the Executive Session Meeting Minutes for July 11, 2017.  
30 2. Delinquency Review.

31

32 **Homeowner's Forum**

33 Three (3) homeowners were in attendance and the topics discussed are outlined  
34 below:

**Directors Present**

**Directors Absent**

**Also Attending**

**Executive Session**

**Homeowner Forum**

- 35       • Recall petition for Paul Fisher.  
36       • Introduction of Mike Smith.

37

38       **Secretary’s Report**

Secretary’s Report

39       The Board of Directors reviewed the Minutes from the July 11, 2017 General  
40       Session Meeting. Following review and discussion, a motion was made by Danielle  
41       Burmeister and seconded by Don Sterner to approve the Minutes as presented. The  
42       motion carried with four (4) yes votes with Steve Rose abstaining as he was not  
43       present for the meeting.

44

45       **Treasurer’s Report**

Treasurer’s Report

46       The Board of Directors reviewed the July 22, 2017 Financial Statements. Following  
47       review and discussion, a motion was made by Don Sterner and seconded by Steve  
48       Elmer to accept the Financial Statements subject to the Annual Audit. The motion  
49       carried unanimously.

50

51       **Manager’s Reports**

Managers Reports

52       Jay Elston provided the Board with his monthly report. Following review and  
53       discussion, it was the general consent of the Board to have Francisco Vivar Tree  
54       Services trim the two (2) Palm Trees within the fence.

55

56       **Activity/Committee Reports**

Activity Reports

57       **Website**

Website

58       No new business reported.

59

60       **Newsletter**

Newsletter

61       The Board of Directors reviewed the proposal from Douglas Printing in the amount of  
62       \$135.00 to mail the newsletter to the tenants in addition to the homeowners.  
63       Following review and discussion, a motion was made by Danielle Burmeister and  
64       seconded by Steve Elmer to approve the proposal. The motion carried unanimously.

65

66       **Facebook**

Facebook

67       No new business reported.

68

69 **Recreation/Activities**

70 Committee Chairman Danielle Burmeister stated that this will be her last season as

71 Chairman.

72

73 **Maintenance Improvement Plan**

74 The Board of Directors reviewed the updated spreadsheet with the following action

75 taken:

76 Security Cameras

77 The Board of Directors discussed replacing the cameras and looked at different

78 options. Following review and discussion, a motion was made by Steve Rose and

79 seconded by Don Sterner to purchase 16 cameras at a cost not to exceed \$2,000.00

80 plus tax and install a sign that says “Smile you are on camera”. The motion carried

81 unanimously.

82

83 **Membership/Welcome**

84 No new business reported.

85

86 **General Business**

87 **Vacant Seats on the Board**

88 A motion was made by Dorothy Melia and seconded by Steve Elmer to appoint Bill

89 Morgan to the Board with his term ending in January 2019 (Tom Marier’s previous

90 seat) and appoint Mike Smith to the Board with his term ending in January 2018

91 (Dan Flynn’s previous seat). The motion carried unanimously.

92

93 **Assignments**

94 Beach Club Manager Hiring Committee

95 It was the general consent of the Board to appoint Dorothy Melia, Don Sterner and

96 Steve Elmer to the committee with Steve Elmer as the Chairman.

97

98 City/County Committee (Poche Beach run off, Outflow & Catwalk)

99 It was the general consent of the Board to appoint Mike Smith and Steve Rose to the

100 committee with Mike Smith as the Chairman.

101

102 “Valley Fill” Committee

Recreation/Activities

Maintenance

Security Cameras

Membership

General Business

Vacant Seats on the Board

Assignments

Beach Club Manager

City/County

Valley Fill

103 It was the general consent of the Board to appoint Mike Smith to the committee.

104

105 **Ethics Policy**

Ethics Policy

106 The Board of Directors reviewed the draft policy. Following review and discussion,  
107 a motion was made by Paul Fisher and seconded by Steve Elmer to approve the  
108 policy with changes and have the policy signed at the start of each new term. The  
109 motion carried unanimously.

110

111 **Next Meeting**

Next Meeting

112 The next meeting of the Board of Directors will be September 12, 2017 at the Beach  
113 Club.

114

115 **Adjournment**

Adjournment

116 There being no further business to come before the Board, a motion was made by  
117 Don Sterner and seconded by Dorothy Melia to adjourn the meeting at 8:30 p.m. The  
118 motion carried unanimously.

119

120 **Attest**

Attest

121

122

123

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President

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Secretary

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