

**San Clemente Shorecliffs Beach Club Association
General Session Meeting Minutes
November 13, 2018**

1 Upon due notice, given and received, the Board of Directors of the San
2 Clemente Shorecliffs Beach Club Association held their regularly
3 scheduled Board of Directors Meeting on Tuesday, November 13, 2018
4 at the San Clemente Shorecliffs Beach Club. Steve Rose, President,
5 called the Meeting to order at 6:00 p.m. with a quorum of Directors
6 present.

7

8 **Directors Present**

Directors Present

9 Steve Rose, President
10 Steve Elmer, Vice President
11 Kurt Luebke, Secretary
12 Chris Wade, Treasurer
13 Dorothy Melia, Director
14 Frank Wilbur, Director

15

16 **Directors Absent**

Directors Absent

17 Bill Morgan, Director
18 Danielle Burmeister, Director
19 Kumi Elston, Director

20

21 **Also Attending**

Also Attending

22 Alan Fowlie, Community Management Agent, AMMCOR
23 Arika Ferguson, Manager, SCS BC

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
28 November 13, 2018:

- 29 1. Approved the Executive Session Meeting Minutes.
- 30 2. Disciplinary Matters
- 31 3. Delinquency and Collections Review
- 32 4. Legal Matters

33

34 **Homeowner's Forum**

Homeowner Forum

35 No owners were present for the Meeting.

36

37 **Secretary's Report**

Secretary's Report

38 The Board of Directors reviewed the Minutes from the October 9, 2018 General
39 Session Meeting. Following review and discussion, a motion was made by Kurt
40 Lubke and seconded by Frank Wilbur to approve the Minutes as presented. The
41 motion carried with two abstentions.

42

43 **Treasurer's Report**

Treasurer's Report

44 The Board of Directors reviewed the October 22, 2018 Financial Statements.
45 Following review and discussion, a motion was made by Chris Wade and seconded
46 by Steve Elmer to accept the Financial Statements subject to the Annual Audit. The
47 motion carried unanimously.

48

49 **Capo Beach Cottages Lifeguard Payment**

Capo Cottages

50 Diana Mantelia was present, representing the Capo Beach Cottages, formerly Palm
51 Beach Park, and notified the Board that the Lifeguard payment was mailed
52 November 18, 2018.

53

54 **FYE 2019 Draft Budget**

Budget Discussion

55 Following review and discussion, a motion was made by Chris Wade and seconded
56 by Steve Elmer to approve the 2019 Budget with no increase. The motion carried
57 unanimously.

58

59 **FYE 2019 Reserve Study Draft**

Reserve Study

60 Following review and discussion, a motion was made by Chris Wade and seconded
61 by Steve Elmer to approve the Reserve Study as presented by Advanced Reserve
62 Solutions, Inc. The motion carried unanimously.

63

64 **Manager's Reports**

Managers Reports

65 Arika Ferguson was present and provided the report to the Board. No action was
66 taken.

67

68 **Committee Reports**

Committee Reports

69 **Coastal Hazard/Erosion Control Update**

70 Steve Rose was present and updated the Board. No action was taken.

71

72 **Social Media Committee** Dorothy Melia was present and updated the
73 Board. No action was taken.

74

75 **Recreation Committee**

76 Kumi Elston was not present to update the Board. No action was taken.

77

78 **Operations and Security**

79 Steve Rose was present and updated the Board. No other action was
80 taken.

81

82 **Maintenance & Repair Committee**

83 Steve Elmer was present to update the Board.

84

85 **Entrance Sign Repair**

86 Following a discussion, a motion was made by Steve Elmer and
87 seconded by Frank Wilbur repair the entrance sign for \$588.00. The
88 motion carried unanimously.

89

90 **General Business**

General Business

91 **OC Public Works: Request to Use Parking Lot**

92 Steve Elmer and Kurt Lubke were present to update the Board.

93 Following a discussion, a motion was made by Kurt Lubke and
94 seconded by Steve Rose to deny the request at this time. The motion
95 carried unanimously.

96

97 **Update: Annexing 9 Homes into Membership**

Annexation

98 Kurt Lubke was present and updated the Board. Following a discussion,
99 a motion was made by Frank Wilbur and seconded by Dorothy Melia to
100 deny additional memberships to the club at this time. The motion
101 carried unanimously.

102

103 **Discussion of Capo Cottages Parking Lot Usage of 20 Spaces:**
104 Following review and discussion, a motion was made by Chris Wade
105 and seconded by Steve Elmer to approve forming a Committee and seat
106 Diana Mantelia, Chris Wade, Steve Elmer, and Frank Wilbur, to
107 discuss the request before bringing back to the Board. The motion
108 carried unanimously.

Parking Lot Usage

109
110 **Planned Senior Housing Facility on Vaquero Discussion**

Senior Housing

111 Kurt Lubke was present to update the Board.

112
113 **Patrol Reports and Correspondence**

Patrol Reports

114 The Board reviewed the reports and discussed the reports don't match the actual times
115 of patrols. Steve Rose was tasked with communicating to the Patrol Company. No
116 other action was taken.

117
118 **Next Meeting**

Next Meeting

119 The next meeting of the Board of Directors will be January 19, 2019 directly
120 following the Annual Meeting, which begins at 1:00 p.m. at the Beach Club.

121
122 **Adjournment**

Adjournment

123 There being no further business to come before the Board, it was the general consent
124 of the Board to adjourn the meeting at 7:17 p.m.

125
126 **Attest**

Attest

127
128 _____
129 President

127
128 _____
129 Secretary

130
131 _____
132 Date