

**CALIFORNIA SUMMIT ALISO VIEJO
BOARD OF DIRECTORS MEETING
REGULAR SESSION MINUTES
Monday April 20th, 2009**

NOTICE OF MEETING

Upon due notice given and received, a meeting of the California Summit Aliso Viejo Board of Directors was held on Monday April 20th, 2009 at the offices of Total Property Management Inc. at 2 Corporate Park, Suite 200 Irvine CA.

ATTENDANCE

Directors Present

Jennifer Greene	President
Richard Frey	Secretary
Terri Cronos	Treasurer

Also Present

Brian Murphy	Total Property Management, Inc.
Laura Bishop	Committee Member

CALL TO ORDER

A quorum was present and the meeting was called to order at 6:15 P.M.

HOMEOWNER FORUM

Homeowners were present at this meeting, at which time a brief question and answer period ensued.

CONSENT CALENDAR

A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the consent calendar, which consisted of the following items:

- A. November 3, 2008 Meeting Minutes, with changes
- B. November 30, 2008 through February 28, 2009 Financial Statements subject to audit by the CPA at the fiscal year end.
- C. Ratify the approval of the Association's insurance policy renewal on April 1, 2009 with Berg Insurance Agency for the Directors and Officers Coverage, Umbrella Liability Coverage, and Fidelity Bond Coverage with an annual premium of \$2,653.

MANAGEMENT FINANCIAL REPORT

Management informed the Board of the financial status of the Association, which consisted of \$20,624.32 in the Pacific Western Checking account as of February 28, 2009.

Lien Approvals

To protect the Associations rights to collect monies owed and all applicable fees as permitted by California Civil Code, A MOTION WAS DULY MADE, and SECONDED AND UNANIMOUSLY CARRIED to approve the filing of liens against these properties:

Lien Approval

<u>Assessors Parcel Number</u>	<u>Account Balance as of 3/25/2009</u>
632-211-04	\$235.61
632-201-24	\$225.61
632-201-21	\$245.71
632-202-22	\$574.33

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Page 2 of 2

Architectural Guidelines

A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to create an Architectural Guidelines Review committee. The following homeowners were appointed to the committee: Laura Bishop, Jennifer Greene, Richard Frey and Terri Cronos.

Collection Policy

A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to have Total Property Management send a Late Notice out to homeowners who are more than 15 days late in paying their semi-annual assessment. The cost for this additional service is \$5.00 per Late Notice.

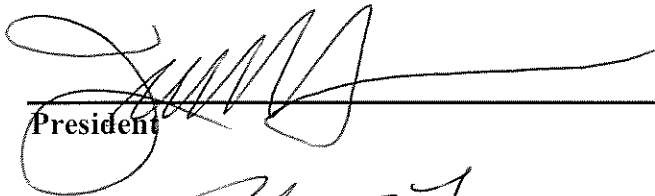
Disbanding the Association, Association Website, Board Meeting Locations and Annual Holiday Dinner

The above-mentioned items were all on the meeting Agenda, however the board felt that there was no discussion needed for any of these matters.

ADJOURN

There being no further business to come before the Board, A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to adjourn the meeting at 8:19 p.m.

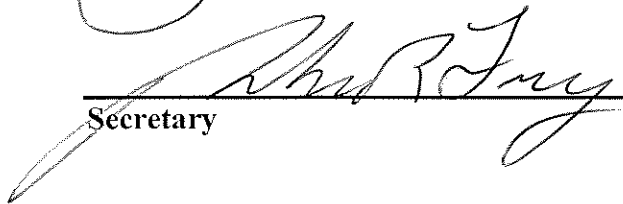
ATTEST:



President

8/10/09

Date



Secretary

8/10/09

Date