

MONARCH BAY ASSOCIATION

GENERAL SESSION MEETING OF THE BOARD OF DIRECTORS

DECEMBER 6, 2023

*****MINUTES*****

NOTICE Upon due notice given and received, the members of the Board of Directors for the Monarch Bay Association met on Wednesday, December 6, 2023 at the Beach Club.

ATTENDANCE

Present: Michael Burton, President
Doug McLeish, Vice President
Mike Winterhalter, Treasurer
Kathleen Barbaresi, Director
Darrin Campbell, Director
Marc Kazarian, Directors
Len Kranser, Director
Len Shulman, Director

Absent: Charlie McClung, Secretary

Management: Elizabeth Reed, CMCA, AMS
Keystone Pacific Property Management

CALL TO ORDER

The meeting was called to order at 7:45 P.M. by Board President, Michael Burton.

MOTION TO ADOPT AGENDA AS PUBLISHED

The Board reviewed and approved the agenda, as presented. Upon motion duly made and seconded:

Resolved: To adopt the agenda as amended. **8/0**

HOMEOWNER FORUM

Four Homeowner couples were in attendance to comment and ask questions on Architectural processes and listen to the meeting.

CONSENT CALENDAR

A “consent calendar” has been prepared to expedite the business decisions. One motion will approve all items on the consent calendar. Upon motion duly made and seconded:

- A. **Resolved:** To approve the minutes from October 17, 2023 General Session meeting, as submitted.
- B. **Resolved:** To approve to move the funds from the CD into Operating upon maturation.
- C. **Resolved:** To ratify the actions and approve the following transfers in excess of \$10,000.00.
- JMBM - \$20,989.25 and 25,000.00
 - Keystone - \$21,200.91
 - Keisker and Wiggle - \$38,475.00
 - Swedelson Gottlieb - \$13,425.00 and \$17,350.00

End of Consent Calendar: Motion passed. **8/0**

BUSINESS ISSUES

A. Treasurer's Report – and October 31, 2023 Financial Statement

The Board reviewed the Treasurer's Report prepared by Director Winterhalter. Upon motion duly made and seconded:

Resolved: To accept the November Treasurer's Report, and October 31, 2023 financial reports, as submitted. **8/0**

B. Park Project

The playground equipment is scheduled for delivery on 12/11/23 and will take two weeks for installation. No Board action taken.

C. Automated Gate Proposal

Upon motion duly made and seconded:

Resolved: To approve the BEA sensor proposal from AGS to install the sensor in the Main exit gate in the amount of \$3,485.00. **8/0**

D. Generator Maintenance Contract

Upon motion duly made and seconded:

Resolved: To approve the generator maintenance contract with Energy Systems for a quarterly maintenance of \$1,830.00. **8/0**

E. Construction and Personal Service Provider Rule Change

No Board action was taken for this rule.

F. Association Debit/Credit Card

Upon motion duly made and seconded:

Resolved: To approve to have Management as an authorized signer/user on the card with approval by two Board invoice signers with the monthly limit \$10,000.00. **8/0**

G. Community and Vendor Updates

Roof replacement estimates are being requested for the pavilion roof. No Board action taken.

COMMITTEE REPORTS & ITEMS OF INTEREST

A. Architectural Committee

The ACC will next meet on 12/11/2023. Owners staking properties without consent and notification were discussed and protocols reviewed. No Board action taken.

B. Tree Review Committee

#140 is trimming near the shared fence with #100.

#426 has trimmed the tree and should be monitored for maintenance of the hedge and tree during Landscape walks.

#91 continues to have Morrison legal counsel change and re-request dates for the View Committee to review the view issue.

C. Landscape Committee

Recent reports were reviewed including proposals. Upon motion duly made and seconded:

Resolved: To approve the following proposals: **8/0**

- Park West Proposal, 110289, to add Silver Sheen in the amount of \$1,720.00.
- Park West Proposal, 110541, to add 196 Carissa to entry, in the amount of \$7,235.00.
- Park West Proposal, MBA227, to remove the podocarpus in the amount of \$800.00.

D. Emergency Preparedness Committee

Director Kranser shared plans to run a drill with Block Captains. A request for more safety measures, in the form of cameras near the Beach entry was discussed. No Board action taken.

E. Beach Club Advisory Committee

Director Kazarian shared the recent report of planned upgrades in the Beach Club area to include adding cameras, replacing fencing and upgrading the parking lot gate. No Board action taken.

F. Access Gate Entry Representative

Upon motion duly made and seconded:

