

**MONARCH BAY ASSOCIATION**

**GENERAL SESSION MEETING OF THE BOARD OF DIRECTORS**

**JANUARY 20, 2026**

**\*\*\*MINUTES\*\*\***

**NOTICE** Upon due notice given and received, the members of the Board of Directors for the Monarch Bay Association met on Tuesday, January 20, 2026 via zoom teleconference.

**ATTENDANCE**

Present: Len Kranser, Secretary  
Mike Winterhalter, Treasurer  
Kathleen Barbaresi, Director  
Mike Friedman, Director  
Steve Sapra, Director  
Len Shulman, Director

Absent: Michael Burton, President  
Darrin Campbell, Vice President  
Marc Kazarian, Director

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

**CALL TO ORDER**

The meeting was called to order at 6:56 P.M. by Treasurer, Winterhalter.

**HOMEOWNER FORUM**

Five homeowners were in attendance to comment on patrol, construction traffic, and to listen to the meeting or to give updates for the Emergency and Social Committees. Post Commander Felix was in attendance as well as Mr. Meyerhafer of the City of Dana Point.

**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 November 18, 2025 General Session meeting, as submitted.
- B. **Resolved:** To ratify approval of the new reader by VSI, in the amount of \$4,392.38.
- C. **Resolved:** To ratify approval for Canelo to repair and replace entry pavers, in the amount of \$2,425.00.
- D. **Resolved:** To ratify approval for Park West to remove the guardrail, in the amount of \$1,7112.04.

End of Consent Calendar: **6/0** Motion passed.

## **BUSINESS ISSUES**

### **A. Treasurer's Report – and November 30 and December 31, 2025 Financial Statements**

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

**Resolved:** To accept November 30 and December 31, 2025 Financial Statements, as submitted.  
**6/0**

### **B. Draft Election Rules Approval**

Board reviewed the draft election rules and comments from a homeowner. Upon motion duly made and seconded:

**Resolved:** To approve the draft Election Rules as presented by Association attorney S. Brindle.  
**6/0**

### **C. Neptune Park Party Rules**

The Board discussed the various options for managing larger parties held at Neptune Park which may require janitorial or damage repair. Management will draft recommendations based on the Board comments. This item has been pended to the February meeting.

### **D. Reserve Study Proposal**

Upon motion duly made and seconded:

**Resolved:** To approve the proposal from ARS to prepare the 2026-27 Reserve Study with Site update in the amount of \$2,950.00. **6/0**

### **E. Proposed Fine Policy**

Upon motion duly made and seconded:

**Resolved:** To have Management collect comments from Board Directors to incorporate into the draft Fine policy before sending for member comment ahead of the next meeting or within three weeks.  
**6/0**

### **F. Management Items**

No Board action taken.

## **COMMITTEE REPORTS & ITEMS OF INTEREST**

#### **A. Architectural Committee**

The ACC met on 12/8/25. There was 1 review, 4 updates, and 3 completions. Next meeting is scheduled for 1/26/26.

The Board reviewed the requests from 165 Narlinger. Upon motion duly made and seconded:

**Resolved:** To not waive any of the documented Road Use fees.

#### **B. Tree Review Committee**

No Board action taken.

#### **C. Landscape Committee**

No Board action taken.

#### **D. Beach Club Advisory Committee**

No Board action taken.

#### **E. Access Gate Entry Representative**

Recent reports and potential processes to monitor vendor trucks at construction sites were noted. No Board action taken.

#### **F. Facilities/Maintenance Committee**

Director Winterhalter gave a brief update on progress with potential renovation of the mid-gate areas. Director Kranser expressed concerns about the continued need for the mid-gate area and suggested community interest be gauged. No Board action taken.

#### **G. Emergency Committee**

Director Friedman shared recent meetings that involved the City of Dana Point, Waldorf Astoria, Ember Service and the Emergency Preparedness Committee. Updates to the Emergency plan were shared which included items such as communications, alternate evacuation points, hardening of the landscape and Block Captains' new roles which would also be integrating with the Gate staff. No Board action required at this time.

#### **H. Social/Welcome Committee**

Welcome Committee Chairperson, Renee Sampedro requested additional funds for the Cocktail Connections and Caring Committee. Upon motion duly made and seconded:

**Resolved:** To approve the Cocktail Connection budget to \$2,500.00 for eight total Cocktail Connection events, or \$20,000.00 and \$2,000.00 for the Caring Committee. **6/0**

**I. Financial Statement**

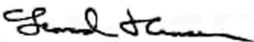
No Board action taken.

**ADJOURNMENT**

There being no further business to come before the Board in General Session at this time, the Board adjourned the meeting at 8:32 P.M. The next regular session meeting of the Board of Directors will be held on Tuesday, February 17, 2026 via teleconference.

**ATTEST**

Signature \_\_\_\_\_

Signed by:  
  
FEA1880EA77C47C...

2/18/2026 | 3:22 PM PST

Date \_\_\_\_\_