UNIVERSITY HILLS CONDOMINIUM OWNERS ASSOCIATION II
GENERAL SESSION MEETING MINUTES
AUGUST 20, 2019

BOARD MEMBERS PRESENT: Sheila Griffin
Stephane Muller
Denise Chilcote
Philomena Essed

BOARD MEMBERS ABSENT: Molly Schneider

MANAGEMENT REPRESENTATIVES: Kim Encinas
Andrew Herndon

CALL TO ORDER
The meeting was called to order at 5:10 P.M. by Management at the ICHA Board Room, located at 1083 California Avenue in Irvine, California.

UNFINISHED/NEW BUSINESS

A. **Minutes** – A motion was made, seconded and carried to approve the minutes from the April 24, 2019 General Session meeting, May 9, 2019 General Session meeting and the May 29, 2019 Annual Meeting of the Membership and Election. Motion carried 3/0.

B. **Financial Statements** - A motion was made, seconded and carried to accept the April 30, 2019, May 31, 2019, June 30, 2019 and July 31, 2019 financial statements as presented. Motion carried 3/0.

C. **Ratify Action Approving 2019-2020 Budget** – A motion was made, seconded and carried to ratify the action taken in June and approve the budget to increase assessments 5% for 2019-2020, effective 7/1/19. Motion carried 3/0.

D. **Appoint Officers** – A motion was made, seconded and carried to appoint officers on the Board for the term of 2019-2020 and until the next Board election in May 2020 as follows. Motion carried 3/0.

President
Vice President
Treasurer
Secretary
Member at Large
Sheila Griffin
Stephane Muller
Denise Chilcote
Philomena Essed
Molly Schneider
E. Homeowner vs. Association Responsibility Maintenance Letter – A motion was made, seconded and carried to have Management make minor revisions to the Homeowner vs. Association Responsibility Maintenance letter, as discussed at the meeting, and include a parking reminder. Management will then email the revised letter to the Board for final approval. Motion carried 4/0.

F. Replacement of Address Number Signs by Garages – A motion was made, seconded and carried to approve the proposal from Signarama to remove the old address number signs by the garages and replace them with aluminum ones that look similar, for a cost of $2,047.61. Motion carried 4/0.

G. Roofing Proposals – Management informed the Board that the roofing contractors need to walk all the roofs to see what shape they are in and to give realistic proposals for preventative maintenance. A motion was made, seconded and carried that once Management receives these proposals for preventative maintenance and to completely re-roof, she will email the Board to set up a date for a meeting, so the proposals can be reviewed prior to the next quarterly meeting. Motion carried 4/0.

H. Parking Signage – A motion was made, seconded and carried to have Management speak with legal counsel and request they review the Association’s governing documents to see if there is an existing parking condition, and see if the Board can request homeowners to park inside their garages or if the Board can create a policy requesting homeowners to park one of their vehicles inside their garage. Motion carried 4/0.

I. Additional Agenda Items – No additional agenda items were discussed.

J. Next Meeting Date – A motion was made, seconded and carried to hold the next Board meeting as soon as Management has obtained preventative maintenance and complete re-roofing proposals. Motion carried 4/0.

HOMEOWNER FORUM
No homeowners were present.

ADJOURNMENT
There being no further business to discuss, the General Session meeting was adjourned at 6:20 P.M.

[Signature]

ACCEPTED: [Signature] DATE: 2/25/2020