BOARD MEMBERS PRESENT: Sheila Griffin
Stephane Muller
Denise Chilcote – left at 7:45 P.M.
Philomena Essed

BOARD MEMBERS ABSENT: Molly Schneider

MANAGEMENT REPRESENTATIVES: Kim Encinas
Andrew Herndon

CALL TO ORDER
The meeting was called to order at 5:05 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 August 20, 2019 General Session meeting. Motion carried 4/0.

B. Financial Statements - A motion was made, seconded and carried to accept the August 31, 2019, September 30, 2019, October 31, 2019, November 30, 2019 and December 31, 2019 financial statements as presented. Motion carried 4/0.

C. Audit/Tax Proposal – A motion was made, seconded and carried to approve the proposal $1,095.00. Motion carried 4/0.

D. Reserve Study Proposal – A motion was made, seconded and carried to approve the proposal from Advanced Reserve Solutions (ARS) to prepare the Association’s reserve study without a site inspection, for a cost of $1,000.00. Motion carried 4/0.

E. Supplementary Information on Future Major Repairs/Replacements – The Board reviewed the page from the draft audit titled supplementary information on future major repairs/replacements and asked Management to check with the reserve study analyst to see if it could be more detailed in the future.
F. **Roof Replacement – 8 Whitman** – A motion was made, seconded and carried to approve the proposal from Prestige Roofing Solutionsto replace the flat roof at 8 Whitman, for a cost of $1,800.00. Motion carried 4/0.

G. **Wood Repairs – 61-64 Whitman** – A motion was made, seconded and carried to approve Maximum Quality Painting Services, Inc. to repair the worst locations of wood trim around the 61-64 Whitman building, for a cost of $3,950.00. Motion carried 4/0.

H. **Preventative Maintenance Roofing Proposals** – A motion was made, seconded and carried to have Management speak to a third party inspector and inquire about what it might cost to have them inspect roofs on a few buildings, so their findings can be compared to the proposals that Prestige Roofing Solutions submitted. Motion carried 4/0.

I. **Painting Low Stucco Wall Behind 54-60 Whitman** – A motion was made, seconded and carried to approve the proposal from Maximum Quality Painting Services, Inc. to repair and paint the low stucco wall behind 54-60 Whitman, about 852 sq. ft. at $1.75 per sq. ft., for a cost of $1,491.00. Motion carried 4/0.

J. **Proposed Election Rules/Procedures** – A motion was made, seconded and carried to adopt the proposed election rules/procedures. Motion carried 4/0.

K. **Concrete Replacement Proposal** – Management informed the Board that there is raised concrete in the community that cannot be ground down and specific locations that needed to be removed and replaced. The Board reviewed a proposal from Inline Striping and Paving to remove and replace sections of concrete near 24, 27 and 28/30 Whitman, for a total of 662 sq. ft, for a cost of $6,376.00. A motion was made, seconded and carried to have Andrew Herndon inspect these locations and determine if all this work needs to be completed. If he feels the work to remove and replace these areas is necessary, Inline Striping and Paving can proceed. Motion carried 4/0.

L. **Additional Agenda Items** - No additional agenda items were discussed.

M. **Next Meeting Date** – A motion was made, seconded and carried to hold the next Board meeting/Annual Election of Board of Directors on May 26, 2020. 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 7:50 P.M.

ACCEPTED: [Signature]  DATE: 5/19/20