

**Sea Ridge Condominium Association**  
**Monday, December 18th, 2023 | 6:00 p.m.**  
**General Session Minutes**

<b>1. Call to Order</b>	The Board of Directors General Session Meeting was called to order at 6:07 p.m. by Board President Steve Sandborg. Notice of the meeting was posted at the bulletin board at least four (4) days prior to the meeting in accordance with California Civil Code.				
<b>Directors Present</b>	Steven Sandborg, President Roger Ostergaard, Vice President David Duro, Treasurer – via Zoom Teleconference Steven Padula, Secretary				
<b>Directors Absent</b>	None				
<b>Seabreeze Management Company, Inc.</b>	Bradley Collins, CMCA, AMS, Director of Community Management				
<b>2. Board Orientation</b>	<p><b>Resolution:</b> A motion was made (Padula), seconded (Sandborg) and unanimously carried to seat the board for 2024 as follows:</p> <ul style="list-style-type: none"> <li>- President: Steve Sandborg</li> <li>- Vice President: Roger Ostergaard</li> <li>- Treasurer: David Duro</li> <li>- Secretary: Steve Padula</li> </ul>				
<b>3. Executive Session Meeting</b>	An Executive Session meeting was held prior to the General Session to discuss matters related to member discipline, member delinquency, 3rd party contracts, personnel issues, and/or approval of prior Executive Session minutes.				
<b>4. Owner Forum</b>	<b>Resolution:</b> An owner forum was held.				
<b>5. Community Reports</b>					
<b>A. Management Reports</b>	The Board of Directors reviewed the reports produced by management.				
<b>B. Landscape Committee</b>	The Landscape Committee provided an update at the meeting.				
<b>C. Maintenance Committee</b>	The Maintenance Committee provided an update at the meeting.				
<b>i. Change Order Approval</b>	<p><b>Resolution:</b> A motion was made (Sandborg) seconded (Ostergaard) and unanimously carried to approve the following change order:</p> <table border="1" data-bbox="451 1759 1239 1843"> <thead> <tr> <th data-bbox="451 1759 1047 1812">Item</th> <th data-bbox="1047 1759 1239 1812">Cost</th> </tr> </thead> <tbody> <tr> <td data-bbox="451 1812 1047 1843">CO#41-R1</td> <td data-bbox="1047 1812 1239 1843">\$9,200</td> </tr> </tbody> </table>	Item	Cost	CO#41-R1	\$9,200
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CO#41-R1	\$9,200				
<b>D. Finance Committee</b>	The Treasurer provided an update at the meeting.				

<b>E. Social Committee - Clubhouse Microwave</b>	<b>Resolution:</b> No action was taken.									
<b>6. Consent Calendar</b>										
<b>A. Financial Statements</b>	<b>Resolution:</b> The October and November Financials were asked to be moved to January's meeting for approval.									
<b>B. General Session Minutes</b>	<b>Resolution:</b> A motion was made (Sandborg) seconded (Ostergaard) and unanimously carried to approve the General Session minutes dated <b>November 20th, 2023</b> as presented.									
<b>C. Expense Items for Ratification</b>	<p><b>Resolution:</b> A motion was made (Padula) seconded (Ostergaard) and unanimously carried to approve the following items for ratification:</p> <table border="1" data-bbox="451 716 1248 884"> <thead> <tr> <th>Item/Vendor</th> <th>Source/Reason</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>South County Plumbing</td> <td>33664 Discovery Drive</td> <td>\$6,250</td> </tr> <tr> <td>Brightview</td> <td>Morning Star Pine Tree Reduction</td> <td>\$2,907 – billed over 3 years</td> </tr> </tbody> </table>	Item/Vendor	Source/Reason	Cost	South County Plumbing	33664 Discovery Drive	\$6,250	Brightview	Morning Star Pine Tree Reduction	\$2,907 – billed over 3 years
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South County Plumbing	33664 Discovery Drive	\$6,250								
Brightview	Morning Star Pine Tree Reduction	\$2,907 – billed over 3 years								
<b>7. Unfinished Business</b>										
<b>A. Clubhouse Roofing Repairs</b>	<b>Resolution:</b> A motion was made (Sandborg) seconded (Ostergaard) and unanimously carried to approve the roofing repairs from Fontaine Roofing at a cost of \$4,198 to be billed to Reserves.									
<b>8. Next Meeting</b>	The next Board of Directors meeting is scheduled for Monday, <b>January 22<sup>nd</sup>, 2024</b> at 24641 Evening Star Drive, Dana Point, CA 92629 and Via Zoom Teleconference. Executive Session starts at 5:00 p.m. with General Session to follow.									
<b>9. Adjournment</b>	There being no further business to come before the Board in General Session, the meeting was adjourned at 6:37 p.m. by Board President Steve Sandborg.									

**Certificate of Authenticity**

I, \_\_\_\_\_, hereby certify that the foregoing is a true and correct copy of the General Session minutes of the Board of Directors held on the above date.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date