

Sea Ridge Condominium Association
Monday, June 20th, 2022 | 6:00 p.m.
General Session Minutes

1. Call to Order	The Board of Directors General Session Meeting was called to order at 6:03 p.m. by Board Vice President Scott Minton. 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.
Directors Present	Scott Minton, Vice President Roger Ostergaard, Treasurer Steven Padula, Director at Large Rick Collins, Secretary
Directors Absent	Steven Sandborg, President
Seabreeze Management Company, Inc.	Bradley Collins, Community Manager Elizabeth Terry, Community Manager
3. Community Reports	
A. Management Reports	Management provided a summary of items related to the following: <ol style="list-style-type: none"> 1. Action List 2. Annual Calendar 3. Workorder Report
B. Landscape Reports	The Landscape Committee provided an update at the meeting.
C. Architectural Committee	<p>Resolution: A motion was made (Padula), seconded (Collins), and unanimously carried that the Architectural Committee minutes dated June 2nd, 2022 and June 7th, 2022 be approved as presented with the following changes:</p> <ul style="list-style-type: none"> • 33575 Divers Court – No photos are needed for the completion of this Notice of Completion. • 24696 Morning Star – Comments regarding load-bearing walls and electrical components are removed. A notice of completion to be filled out by the homeowner is to be sent by management. • 24502 Moonfire and 24466 Moonfire – these comments are to be considered for violations to be sent to the Board of Directors.
1. ARC Standards Review	Resolution: No action was taken.
D. Construction/Maintenance Committee	The Construction/Maintenance Committee provided an update at the meeting.

i. Paint Colors - Discussion	Resolution: No action was taken.
E. Parking Committee	The Parking Committee provided an update at the meeting.
F. Treasurer's Report	The Treasurer provided a summary of the current financials and any items for Board consideration.
4. Consent Calendar	
A. Financial Statements	Resolution: A motion was made (Padula), seconded (Collins), and unanimously carried that the financial statements and reconciled bank statements dated May 31st, 2022 , be ratified as presented, subject to audit/review by a CPA at fiscal year-end. These financial statements were reviewed by the Board of Directors within the timeframes required by California Civil Code and the Association's governing documents.
i. Investment Recommendations	Resolution: No action was taken. Management was instructed to send Investment information to the Treasurer for consideration at a later meeting.
B. General Session Minutes	Resolution: A motion was made (Padula), seconded (Minton), and unanimously carried that the General Session minutes dated May 23rd, 2022 be approved as presented.
C. Expense Items for Ratification	Resolution: A motion was made (Padula), seconded (Minton), and unanimously carried to approve \$5,000 in ratification items.
5. Unfinished Business	
A. Records Retention Policy and Record Destruction Policy	Resolution: A motion was made (Padula), seconded (Ostergaard), and unanimously carried to adopt a records retention policy and Record destruction policy.
B. Rental Absentee Agreement	Resolution: No action was taken. Management was asked to inquire about cloud-based storage solutions.
6. New Business	
A. Homeowner Reimbursement	Resolution: A motion was made (Padula), seconded (Collins), and unanimously carried to approve a homeowner reimbursement totaling \$29.86.
B. Election Vendor	Resolution: A motion was made (Padula), seconded (Collins), and unanimously carried to approve Accurate voting to conduct the Annual Election at a cost of \$1,023.

7. Next Meeting

The next Board of Directors meeting is scheduled for Monday, July 18th, 2022 at 24641 Evening Star Drive, Dana Point, CA 92629. Executive Session starts at 5:00 p.m. with the General Session to follow.

8. Adjournment

There being no further business to come before the Board in General Session, the meeting was adjourned at 7:02 p.m. by Board Vice President Scott Minton.

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