

**ALTEZZA AT NEWPORT COAST HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
JANUARY 22, 2013
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BOARD MEMBERS PRESENT: Jess Craig – President
Jerry Dotson – Vice President
Bud Grandsaert – Treasurer
Hector Macias – Member at Large

BOARD MEMBERS ABSENT: Sandy Printer – Secretary

MANAGEMENT REPRESENTATIVE: Greg Oymaian, CCAM
Jennifer B Stocks, CCAM
Keystone Pacific Property Management, Inc.

ITEMS DISCUSSED IN EXECUTIVE SESSION – OCTOBER 23, 2012

Approved the Executive Minutes – August 28, 2012

ITEMS DISCUSSED IN EXECUTIVE SESSION – NOVEMBER 27, 2012

Approved the Executive Minutes – October 23, 2012

Legal review of wood repair, painting and project manager contracts discussed

CALL TO ORDER

The General Session meeting of the Altezza at Newport Coast Homeowners Association was called to order by President, Jess Craig at 6:35 P.M. at the Coastal Canyon Facility, 6700 Ridge Park, Newport Beach, CA 92660. Roll Call and Proof of Notice was recorded by Management on behalf of the Board of Directors.

HOMEOWNER FORUM

No homeowners were in attendance.

BOARD MEMBER UPDATES/DISCUSSION

Jess Craig will coordinate the Emergency Preparedness Committee
Sandy Printer will coordinate the Welcome Committee.

CONSENT CALENDAR

- A. **General Session Meeting Minutes – Resolved**, to ratify the action taken and approve the November 27, 2012 and December 10, 2012 General Session Meeting Minutes as submitted.
- B. **Architectural Submission Report – Resolved**, to accept the Architectural Report from November 1, 2012 to January 10, 2013 as submitted.
- C. **Financial Statement – Resolved**, to ratify the action taken and accept the October 31, 2012, November 30, 2012 and December 31, 2012 financial statements as presented and Variance Report.

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ITEMS OF UNFINISHED/NEW BUSINESS

- A. Reserve Investment/Operating Investments** – A motion was made, seconded and carried to place the MSCD Baroda CD in the Morgan Stanley Account and add the request to open two new CD's to the February agenda for discussion and decision. **Motion carried 4/0**
- B. Reserve Projects – Contractors/Construction Manager** – No action required.
- C. Grants Landscape Proposals** – A motion was made, seconded and carried to table the proposal to spray six olive trees and to thin and shape the olive trees for a cost \$450.00. **Motion carried 4/0**
- D. Maintenance Proposals** – No action required.
- E. Homeowner Requests / Correspondence** –
1. **9 Riva** – A motion was made, seconded and carried to have management and a contractor inspect the buildings throughout the community to advise and recommend an action plan to repair the cracks in the stucco. **Motion carried 4/0**
 2. **3 Domani** – A motion was made, seconded and carried to deny the homeowner's request to repair the fire alarm inside the home, which is covered by the drywall, as this is the homeowner's responsibility to repair. **Motion carried 4/0**
 3. **11 Classico** – A motion was made, seconded and carried to table this item to allow time for Management and the Landscape Committee to inspect the tree located to the left of the backyard/terrace at 11 Classico. **Motion carried 4/0**
- F. Disaster Preparedness** – A motion was made, seconded and carried to establish an Emergency Preparedness Committee with Board Member Jess Craig acting as Chairman, in order to identify emergency options for Altezza. **Motion carried 4/0**
- G. Newsletter Items** – No action required.
- H. Next Meeting Agenda Discussion** –
1. **Financial Summary** – Mike Smith of Keystone Pacific will be in attendance at the February meeting.
 2. **Reserve Investments** – Management will arrange a meeting with John McLaughlin of Morgan Stanley to meet with the Treasurer.

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3. **Insurance Renewal** – No action required.

- I. **Next Meeting Date** – The next meeting date is set for Tuesday, February 26, 2013 at 6:30 P.M. The location of the meeting will be the Coastal Canyon Facility in Newport Coast.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:35 P.M. to Executive Session.

ACCEPTED:  DATE: 26-Feb-2013