

TRAILWOOD MAINTENANCE ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
GENERAL SESSION – DECEMBER 4, 2008

BOARD MEMBERS PRESENT: David Northcutt  
Bob King  
William Ghawi  
Christine Daily  
John Arena

BOARD MEMBER ABSENT: None

MANAGEMENT REPRESENTATIVE: Cindy Ritter  
Keystone Pacific Property Management

**ITEMS DISCUSSED IN EXECUTIVE SESSION – September 17, 2008**

1. July 16, 2008 Executive Session Meeting Minutes – Approved as submitted
2. Hearings – The appropriate action was taken.
3. Delinquent Account – The appropriate action was taken.

**CALL TO ORDER**

The General Session meeting of the Trailwood Maintenance Association Board of Directors was called to order by President William Ghawi at 6:17 P.M. at the corporate office of Keystone Pacific Property Management Inc., at 16845 Von Karman, Suite 200 in Irvine, CA.

**REPORT FROM NORDIC**

Items discussed included; gate passes, vandalism and reminding homeowners of the process to register their guest on line.

**HOMEOWNER FORUM**

There were no homeowners present.

**MANAGEMENT REPORT**

A motion was made, seconded and carried to approve the following items from the consent calendar, without further discussion:

- A. This item was pulled for discussion.
- B. Resolved, to accept the September and October 2008 financial statements as submitted.
- C. Resolved, to ratify the action taken and approve the Management fee increase of 4.5%, from \$6,000.00 to \$6,270.00 effective April 1, 2009.
- D. Resolved, to ratify the action taken and approve the proposal submitted by Villa Park Landscape in the amount of \$4,037.50 to install the holiday color throughout the community.
- E. Resolved, to ratify the action taken and approve to set the record date for the 2009 Annual Meeting for March 10, 2009.
- F. This item was pulled for discussion.

Motion carried 5/0.

**OLD/NEW BUSINESS**

A. General Session Meeting Minutes – A motion was made, seconded and carried to approve the September 17, 2008, General Session Meeting Minutes with the changes as noted. Motion carried 5/0.

B. Delegate Appointments – A motion was made, seconded and carried to appoint the delegates/alternate as listed below;

<u>District #</u>	<u>Delegate</u>	<u>Back-Up Delegates</u>
District 1 (Silverado)	David Northcutt	John Arena
District 2 (Fairmont)	Christine Daily	John Arena
District 3 (Bainbridge)	Bob King	William Ghawi
District 4 (Mahogany)	Bob King	William Ghawi
District 5 (Oakhurst)	John Arena	David Northcutt
District 6 (Mayfield)	John Arena	Christine Daily
District 7 (Cristal)	William Ghawi	Bob King

Motion carried 5/0.

C. Mulch Proposal – A motion was made, seconded and carried to approve the proposal submitted by Villa Park Landscape to install mulch throughout the community at a total cost of \$2,004.00. Motion carried 5/0.

D. Pool Area BBQ Installation Proposal – A motion was made, seconded and carried to approve the proposal submitted by ATC Construction at a total cost of \$24,000.00. Motion carried 5/0.

E. Traffic Study Proposals – This item was tabled until the March 2009 meeting.

F. Pool and Wader Re-plaster and Mastic Proposal – A motion was made, seconded and carried to approve the proposal submitted by Aqua Pure at a total cost of \$22,454.00. Motion carried 5/0.

G. Pool/Wader Drain Cover Proposal – A motion was made, seconded and carried to approve the proposal submitted by Trident Pools at a total cost of \$895.00 to retrofit the drain covers to comply with the Virginia Graeme Baker Pool and Spa Safety Act. Motion carried 5/0.

H. Homeowner Request/37 Cedarbrook – A motion was made, seconded and carried to approve the homeowners request to be reimbursed \$323.73 for repairs made to the main water line leading into the house as the pipe was damaged by the roots for the tree in the common area. Motion carried 4/0.

I. 2009-2010 Proposed Budget – This item was tabled until the next meeting.

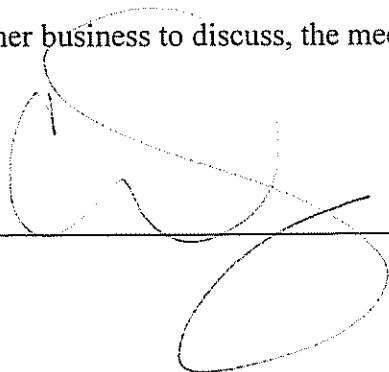
TRAILWOOD MAINTENANCE ASSOCIATION  
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES  
DECEMBER 4, 2008  
PAGE 3

- J. Lien Action/APN#530-231-78 – A motion was made, seconded and carried to approve filing a lien on APN#530-231-78. Motion carried 5/0.
- K. Lien Action/APN#530-311-93 – A motion was made, seconded and carried to approve filing a lien on APN#530-311-93. Motion carried 5/0.
- L. Security Camera Installation – A motion was made, seconded and carried to approve Dan Likens to work with IEM for five days no to exceed three hundred dollars per day to compile a proposal to install security cameras at the Canyonwood entrance, Creekglen entrance and the pool area. Motion carried 5/0.
- M. Next Meeting Date – The next Board Meeting is scheduled for Wednesday, January 21, 2009.

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 8:29 P.M.

APPROVED: \_\_\_\_\_



DATE: \_\_\_\_\_

1/21/2009