

TRAILWOOD MAINTENANCE ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – MAY 27, 2009

BOARD MEMBERS PRESENT: David Northcutt
Bob King
Christine Daily
Hilary Lemansky

BOARD MEMBER ABSENT: None

MANAGEMENT REPRESENTATIVE: Cindy Ritter
Ryan Ramstack
Keystone Pacific Property Management

ITEMS DISCUSSED IN EXECUTIVE SESSION – May 27, 2009

1. March 24, 2009 Executive Session Meeting Minutes – Approved as submitted
2. Reseating of the Board – The appropriate actions were 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 management at 6:20 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; activity at the gates has increased, 130 cars on the street on street sweeping day, continue working with each officer regarding access control, and there has been a lot of soliciting reported.

HOMEOWNER FORUM

There were no homeowners present.

RESEATING OF THE BOARD

Christine Daily – President
Bob King – Vice President
David Northcutt – Treasurer
Hilary Lemansky – Secretary

MANAGEMENT REPORT

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

- A. Resolved, to ratify the actions taken and approve the minutes of the March 24, 2009 General Session Meeting as submitted and to accept the Architectural Submittal report for April 2009.
- B. Resolved, to ratify the actions taken and approve the minutes of the April 20, 2009 Annual Meeting of the Delegates Districts 1-7.

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- C. Resolved, to ratify the actions taken and approve the minutes of the April 21, 2009 Annual Meeting of the Delegates.
- D. Resolved, to accept the March 2009 and April 2009 financial statements as submitted.
- E. Resolved, to approve to file a lien on APN#530-311-38.
- F. Resolved, to approve to file a lien on APN#530-311-70.
- G. Resolved, to ratify the action taken and approve the proposal submitted by Real Estate Repairs to lift and level the sidewalk in front of 6 Mahogany at a total cost of \$875.00.

Motion carried 4/0.

OLD/NEW BUSINESS

- A. Pool Furniture Refurbishment Proposal – A motion was made, seconded and carried to approve to the proposal submitted by Patio Guys at a total cost of \$6,910.64. Motion carried 4/0.
- B. Lighting Proposal – A motion was made, seconded and carried to approve the proposal submitted by Three Phase Electric at a total cost of \$7,659.00. Motion carried 4/0.
- C. Street Sweeping – A motion was made, seconded and carried to approve the passing out of reminders to residents and visitors at the gates and hanging a larger sign on the Canyonwood and Creekglen gates advising residents and visitors of the need to remove their cars from the street on street sweeping day. Motion carried 4/0.
- D. Maintenance Contract – A motion was made, seconded, and carried to approve the contract of 9-16 hours at a cost of \$51.50 per man hour. Motion carried 4/0.
- E. Homeowner Request/ 12 Runningbrook – A motion was made, seconded, and carried to approve the Homeowners request to approve a home business. Motion carried 4/0.
- F. Harvest Festival/Date/Chairperson – A motion was made, seconded and carried to approve the date of October 24, 2009 and the time 3-6 p.m. The Board requested management to obtain quotes from event coordinators to set up and coordinate the entire festival, and set up and take down the day of the event. Motion carried 3/0.
- G. Camera's in the Pool and Park Area – This item was tabled until further notice.
- H. Remodeling Of the Interior of the Gate Houses – This item was tabled to allow management time to obtain additional proposals.

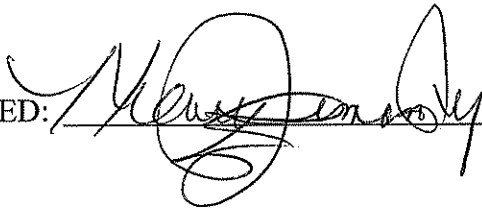
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- I. Holiday Lighting Contest Procedures – This item was tabled until the next meeting.
- J. Traffic Study – This item was tabled until the next meeting.
- K. Pool Area BBQ Report – Management provided a report of the progress. There was no motion made.
- L. Positive Gate Closing System- Management will obtain a proposal for the Canyonwood pedestrian gate.
- M. Next Meeting Date- The next Board meeting is scheduled for Thursday, July 23, 2009.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:05 P.M.

APPROVED: _____

A handwritten signature in black ink, appearing to read "M. J. ...", written over a horizontal line.

DATE: _____

7-23-09