

TRAILWOOD MAINTENANCE ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – MARCH 17, 2010

BOARD MEMBERS PRESENT: David Northcutt
Bob King
Christine Daily
Hilary Lemansky (arrived 6:15)

BOARD MEMBER ABSENT: None

MANAGEMENT REPRESENTATIVE: Cindy Ritter
Keystone Pacific Property Management

ITEMS DISCUSSED IN EXECUTIVE SESSION – March 17, 2010

1. November 17, 2009 Executive Session Meeting Minutes – Approved as submitted
2. January 20, 2010 Executive Session Meeting Minutes – Approved as submitted
3. Hearings – The appropriate actions were taken.

CALL TO ORDER

The General Session meeting of the Trailwood Maintenance Association Board of Directors was called to order by Management 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; staff and procedure for obtaining information from homeowners when their decal does not work.

HOMEOWNER FORUM

There were no homeowners present at the meeting.

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 January 20, 2010 General Session Meeting as submitted.
- B. Resolved, to accept the January 2010 and February 2010 financial statements as submitted.
- C. Resolved, to approve to file a lien on APN#530-221-49 for the outstanding assessments and applicable charges.
- D. Resolved, to approve the proposal submitted by Villa Park Landscape to trim the windrow Eucalyptus trees at a total cost of \$14,255.00.

Motion carried 4/0.

OLD/NEW BUSINESS

- A. Insurance Proposals – A motion was made, seconded and carried to approve the proposal submitted by Robco Insurance, option 1 at a total cost of \$8,856.00. Management was asked to obtain clarification on what the Fidelity coverage was for. Motion carried 4/0.

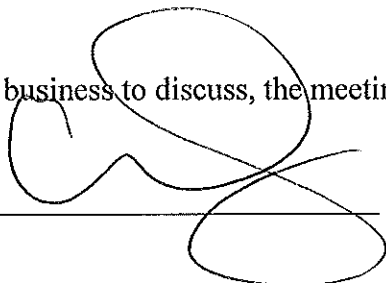
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- B. Entry Signs – A motion was made, seconded and carried to approve the proposal submitted by ATC Construction to replace the four existing signs at both entrances with two custom signs at a total cost of \$1,300.00. Motion carried 4/0.
- C. Street Sweeping Signage – A motion was made, seconded and carried to approve the purchase of two street sweeping signs, one for each entrance that will attach to the existing sandwich stands currently at both the Canyonwood and Creekglen gates. David Northcutt will purchase the signs from Sign O’rama. Motion carried 3/1, Bob King abstained.
- D. Pool Signage – A motion was made, seconded and carried to approve the proposal submitted by ATC Construction to replace and add additional signage in the pool area at a cost of \$1,250.00. Motion carried 4/0.
- E. Who’s Who in Trailwood – No action required.
- F. Red Curb Request – A motion was made, seconded and carried to approve painting the curb red at the corner of Oakhurst where the road curves to the right. Motion carried 4/0.
- G. Homeowner Request/Stop Sign – A motion was made, seconded and carried to install a yield sign at the corner of Berrywood and Oakhurst, and at the corner of Clearcreek and Shadowridge. Motion carried 4/0.
- H. TV in the Gate House – This item was tabled indefinitely.
- I. Pool Area BBQ – Management provided an update.
- J. Pedestrian Gate Code Change – A motion was made, seconded and carried to change the pedestrian gate code to 2563, effective May 1, 2010. Management was directed to include changing the gate code in January of each year on annual calendar. Motion carried 4/0.
- K. Next Meeting Date – The next Board of Directors Meeting will be held Wednesday, May 12, 2010.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:18 P.M.

APPROVED: _____



DATE: _____

5-12-2010