

COLUMBIA SQUARE

MAINTENANCE ASSOCIATION

BOARD OF DIRECTORS MEETING



NEXT MEETING: BOARD DIRECTORS MEETING
THURSDAY, MARCH 25, 2010

CALL TO ORDER: IMMEDIATELY FOLLOWING THE
ANNUAL MEETING OF THE MEMBERSHIP WITH
POLLS OPENING AT 5:30 P.M., & CALL TO ORDER
AT 6:00 P.M.

LOCATION: VILLAGEWAY MANAGEMENT INC.
2 VENTURE, SUITE 500,
IRVINE, CA. 92618

COLUMBIA SQUARE MAINTENANCE ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 25, 2010
AGENDA

REFER TO
PAGE NO.

- I. CALL TO ORDER – Immediately following the Annual Membership meeting
- II. MOTION TO ACCEPT AGENDA AS PUBLISHED
- III. OPEN FORUM - MEMBERS
- IV. GUEST SPEAKER – n/a
- V. MANAGEMENT REPORTS
- A. ADMINISTRATIVE:
1. Board Action: Approve the Minutes from the February 25, 2010 Board of Directors meeting. 1-5
 2. The Action Items & Responses from the February 25, 2010 Board of Directors meeting. 6-7
- B. FINANCIAL:
1. Board Action: Approve Financial Material for the period ending February 28, 2010, subject to audit review. 8-53
 2. Board Action: Approve resolutions to record liens:
 - account#00103-6986 54-55
 - account#00103-6052 56-57
 3. Board Action: Review correspondence from David Lynn from Morgan Stanley/ Smith Barney and decide to transfer Reserve Account funds from Merrill Lynch account to Morgan Stanley Smith Barney. 58-59
- C. FACILITIES:
1. Board Action: Ratify approved proposal provided by C&R Drains for slab leak repair, amount \$1,900.00 account #00103-7451. 60

2.	<u>Board Action:</u> Approve proposals provided by JCS Construction:	
	• Repair gate (\$1,450.00) and vent (\$350.00), account #00103-6025, total \$1,800.00	61
	• Repair patio wall and gate, w/o#302, account #00103-7506, \$3,450.00	62
	• Repair/replace concrete steps, w/o#300, account #2,820.00	63
	• Replace rusted sidewalk drains near 32, 48 & 62 Columbia, \$1650.00	64
	Action Item Completed: Request for competitive bids.	65
3.	<u>Board Review:</u> Correspondence from homeowner requesting “short stairs at the patio wood gate of the unit”, account #00103-7563.	66
4.	Phone Log for period February 17, 2010 – March 17, 2010.	67-78
5.	Summary Work Order Report for the period February 17, 2010 – March 17, 2010.	79
D.	<u>PARKING:</u>	
1.	<u>Board Action:</u> Review correspondence from Patrol Masters and choose from the options provided.	80-85
2.	<u>Board Action:</u> Approve Parking Patrol Service. Proposals provided by Patrol One and Patrol Masters.	h/c
3.	<u>Board Review:</u> Correspondence from resident and management.	86-87
E.	<u>LANDSCAPE:</u>	
1.	<u>Board Action:</u> Approve proposal from Ultimate Landscape to replace aged plants, prop. #03081, \$60.00	88-89
2.	<u>Board Action:</u> Approve proposal from TreeCo Arborist:	90
	• Remove tree with stump to prevent damage to the building and common area sidewalk, prop. #CS31510, \$450.00	
	• Removal tree with stump to prevent damage to the building and common area sidewalks (h/c)	
	• Tree Trimming (h/c)	
3.	<u>Board Discussion:</u> Reforestation Program provided by TreeCo Arborist.	---
4.	IRWD Landscape Water management performance report, February 2010.	91
F.	ARCHITECTURAL & CC&R’s	
1.	<u>Board Action:</u> Approve draft of the revised rules.	92-99
2.	<u>Board Review:</u> Draft - Plumbing repair policy.	100-102

- | | | |
|----|--|---------|
| 3. | Inspection report: February 18, 2010 | 103-104 |
| 4. | Architectural Control Comprehensive Report January 1, 2010 – March 17, 2010. | 105-107 |

VI. OLD BUSINESS

VII. ADJOURN TO EXECUTIVE SESSION

An Executive Session Board of Directors meeting, if necessary, will be held following the adjournment of the Regular Board of Directors meeting to discuss potential litigation, member disciplinary action and/or contract negotiations.