

**SOLEIL ALISO VIEJO ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
MARCH 19, 2009**

---

- NOTICE OF MEETING** With notice given, the regular meeting of the Board of Directors of the Soleil Aliso Viejo Association was held on Thursday, March 19, 2009 at the offices of PCM, 23726 Birtcher Drive, Lake Forest, California.
- CALLED TO ORDER** Elias Dagher, the Board President, called the meeting to order at 6:35PM
- PRESENT**
- Directors Present: Elias Dagher, President  
Roger Smith, Treasurer  
Julie McKenna, Vice President/  
Secretary
- Directors Absent: None
- Representing PCM: Ekaterina Lanata  
Community Manager
- Others Present: Kathy Hutchinson, Aliso Viejo  
Christian School  
Kirk Nelson, Design Intervention
- ANNUAL MEETING** Due to the lack of quorum the Board adjourned the Annual Meeting. Management was directed to find the inspector of Election in order to hold the reconvened Annual Meeting within the next 30 days.
- GUEST PRESENTATION** Kathy Hutchinson, Aliso Viejo Christian School, was present to address the Board in regards to the proposed building of a two-story gym/classroom. She explained to the Board that the relocation of certain building components will not have any impact on the Soleil community, nor will it create any view obstruction for the residents. Kirk Nelson, Design Intervention, was present as well and provided the Board with the full building plan for their review. He stated that the proposed construction will not impact any traffic significantly.
- HOMEOWNER FORUM** Homeowner Forum  
There were no homeowners to participate in the Homeowner Forum.
- MINUTES** The Board of Directors reviewed the Minutes from November 20, 2008 Executive Session Meeting and Regular Session Meeting. Upon motion duly made, seconded and passed by majority vote the Board approved the Minutes from the November 20, 2008 Executive Session meeting and Regular Session meeting.. Director

**SOLEIL ALISO VIEJO ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
MARCH 19, 2009**

---

Smith abstained as he was not present at the November 20, 2008 meeting.

**FINANCIALS**

The Board reviewed the November 2008, December 2008 and January 2009. Upon motion duly made, seconded and passed unanimously, the Board resolved to approve the financial statements for the months of November 2008, December 2008 and January 2009.

**DELINQUENCY  
REPORT**

January and February 2009

**Delinquency Report**

The Board reviewed and filed the January and February 2009 Delinquency Reports.

Lien Resolutions

Upon motion duly made seconded and passed unanimously, the Board approved to record a lien against the separate interests of account #0370037, #0370030 and #0370071.

Account #0370045 -

Late Reminder Fee Reversal

The Board reviewed correspondence from the homeowner requesting that the Board reverse \$75.00 charge that incurred due to 3 late reminder letters. Upon motion duly made seconded and passed unanimously, the Board resolved not to reverse the late reminder fees.

Account #0370077 -

Bad Debt Write Off

Upon motion duly made seconded and passed unanimously, the Board resolved to write off the delinquent balance from the previous homeowner in the amount of \$1,318.77 as bad debt.

Account #0370037 -

Bankruptcy

The Board reviewed correspondence from ALS stating that the homeowner has filed for bankruptcy. Upon motion duly made seconded and passed unanimously, the Board resolved to write off the delinquent balance in the amount of \$4,340.37 as bad debt.

Proposed Revision to  
Collection Policy

Previously the Board revised the existing collection policy and Management sent it out to the Membership for a 30-day comment period. Upon motion duly made seconded and passed unanimously, the Board approved the proposed revision to the existing collection policy. Management was directed to distribute the revised Collection Policy to the Membership.

**SOLEIL ALISO VIEJO ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
MARCH 19, 2009**

---

Collection Services  
Proposals

The Board reviewed proposals for collection services from Craton & Switzer and Sheldon Goodman. Following review and discussion, the Board took no action and resolved to close this item for discussion.

**OLD BUSINESS**

**Old Business**

Landscape by 103-107 RDC

Artistic Maintenance, Marina Landscape and Park West Landscape submitted proposals to install plants by 103-107 Rue Du Chateau. Following review and discussion, the Board took no action on this item at this time.

Slopes Irrigation

The Board reviewed a revised proposal to convert the slopes irrigation submitted by Artistic Maintenance in the amount of \$3,438.00. Following review and discussion, upon motion duly made, seconded and passed unanimously, the Board resolved to approve the revised proposal to convert the irrigation from PPII to Soleil piping for the cost of \$3,438.00. Management was directed to send a letter to PPII advising them that they need to remove the controller from the Soleil lower slope.

Upon motion duly made, seconded and passed unanimously, the Board resolved to transfer the funds from the irrigation reserve account to the operating account in order to pay for the purchase of the irrigation controllers. However, the labor for the installation is to be paid out of operating account.

**NEW BUSINESS**

**New Business**

Insurance Renewal

Previously, as an action outside of a meeting, the Board approved a proposal from Alante Insurance to renew the Master Insurance policy with the total annual premium of \$4,310.00. Upon motion duly made, seconded and passed unanimously, the Board ratified its prior decision. In addition, the Board reviewed a proposal for D/O Policy from Alante Insurance. Upon motion duly made, seconded and passed unanimously, the Board resolved to purchase the Worker's Compensation policy with total annual premium of \$588.00.

Landscape Items

The Board reviewed proposals from Artistic Maintenance, Marina Landscape and Park West Landscape to remove Myoporum on the lower slope. Upon motion duly made, seconded and passed unanimously, the Board resolved to table this item until May 28, 2009 meeting.

In addition, the Board reviewed proposals to replace the malfunctioning irrigation controller with a new one from Artistic Maintenance and Marina Landscape and Park

**SOLEIL ALISO VIEJO ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
MARCH 19, 2009**

---

West Landscape. Upon motion duly made, seconded and passed unanimously, the Board approved the proposal from Artistic Maintenance to replace the irrigation controller for the cost not to exceed \$1,800.00, provided that the Weather Trak is installed on the new controller.

Upon motion duly made, seconded and passed unanimously, the Board resolved to transfer the funds in the amount of \$1,800.00 from the irrigation controllers reserve account to the operating account in order to pay for the irrigation controller installation.

The Board reviewed proposals to install plants at 72 and 8 Rue Du Chateau from Artistic Maintenance. Following review and discussion, the Board denied these proposals at this time.

The Board reviewed a proposal for color installation from Artistic Maintenance for the cost of \$710.25. Upon motion duly made, seconded and passed unanimously, the Board resolved to deny this proposal at this time.

2 Rue Du Chateau -  
Patio Doors

The Board reviewed an architectural application to install new French patio doors. Upon motion duly made, seconded and passed unanimously, the Board approved the application, as submitted.

Draft Audit

The Board reviewed draft audit from Inouye, Shively and Longtin. Upon motion duly made, seconded and passed unanimously, the Board approved the audit, as submitted.

Reserve Study Proposals

The Board reviewed proposals to prepare reserve study from Foresight Financial and Advanced Reserve Solutions. Upon motion duly made, seconded and passed unanimously, the Board approved the proposal from Advanced Reserve Solutions in the amount of \$325.00.

**MANAGEMENT REPORTS Management Reports**

The Board reviewed and filed all reports submitted by Management, consisting of the Work Order Report, Violation Report, Annual Calendar, Landscape Report and Correspondence.

**NEXT MEETING**

The Board scheduled the next meeting for Thursday, May 28, 2009 at 6:00PM, at the offices of PCM.

**ADJOURN**

There being no further business to come before the Board at this time, the Soleil Aliso Viejo Association Board of Directors meeting was adjourned at 7:55PM in order to

**SOLEIL ALISO VIEJO ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
MARCH 19, 2009**

---

meet in Executive Session for disciplinary and collection matters.

**ATTEST:**

\_\_\_\_\_

Name

\_\_\_\_\_

Title

\_\_\_\_\_

Name

\_\_\_\_\_

Title