

COLUMBIA SQUARE MAINTENANCE ASSOCIATION
 BOARD OF DIRECTORS MEETING
 AUGUST 26, 2010
AGENDA

**REFER TO
PAGE NO.**

- | | | |
|-------------|--|---------|
| I. | CALL TO ORDER – 6:00 p.m. | |
| II. | MOTION TO ACCEPT AGENDA AS PUBLISHED | |
| III. | OPEN FORUM - MEMBERS | |
| IV. | GUEST SPEAKER – NONE | |
| V. | MANAGEMENT REPORTS | |
| | A. <u>ADMINISTRATIVE:</u> | |
| | 1. <u>Board Action:</u> Approve the Minutes from the July 22, 2010 Board of Directors meeting. | 1-5 |
| | 2. The Action Items & Responses from the July 22, 2010 Board of Directors meeting. | 6 |
| | 3. <u>Board Review:</u> Workers compensation insurance – returned premium (\$502.00) and premium adjustment statement. | 7-10 |
| | 4. Insurance claim 75-M591-194: Check disbursement. | 11-14 |
| | B. <u>FINANCIAL:</u> | |
| | 1. <u>Board Action:</u> Approve Financial Materials for the periods ending July 31, 2010, subject to audit review. | 15-69 |
| | 2. <u>Board Action:</u> Approve resolutions to record liens for accounts | |
| | • #00103-6480 | 70-71 |
| | • #00103-5934 | 72-73 |
| | 3. <u>Board Action:</u> Approve and sign Tax Returns for 2/28/2010 FYE. | 74-101 |
| | C. <u>FACILITIES:</u> | |
| | 1. <u>Board Action:</u> Ratify | |
| | • Approved proposal for termite treatment, 51 Oxford. | 102-106 |
| | • Approved proposal from JCS Construction, 40 Columbia | 107-109 |
| | • Approved proposal from ServPro of Tustin for water damage remediation, 55 Exeter. Correspondence from management is included. | 110-120 |
| | 2. <u>Board Action:</u> Approve final drawings of the Association’s map. | 121-128 |
| | 3. <u>Board Action:</u> Approve proposal for roof maintenance provided by Fontaine Weatherproofing. | 129-139 |

4. **Board Discussion: Increase frequency of trash pick up service.**
Materials for the Board's review:
 - **Correspondence from the homeowners** 140-143
 - **Reports from Waste Management** 144-148
 5. Action Items Completed:
 - Correspondence to Accurate Termite and Pest Control 149-150
 - Scheduled walk with the Reserve Study company 151-152
 6. Phone Log for period July 15, 2010 – August 15, 2010. 153
 7. Summary Work Order Report for the period July 15, 2010 – August 15, 2010. 154-164
- D. LANDSCAPE:**
1. **Board Action: Approve proposal for installation of Perennial Ryegrass to lawn areas.** 165
 2. **Board Discussion: Review correspondence from the homeowner and approve tree removal in the common area per the homeowner's request.** 166-169
 3. **Action Item Completed: Request to reverse penalty fees for the excessive usage of water, charged in July, 2010, IRWD.** 170
 4. IRWD Landscape Water management performance report, July 2010. 171
- E. ARCHITECTURAL & CC&R's**
1. **Board Action: Approve draft of the revised rules.** ---
 2. **Board Action: Approve Architectural Application for installation of a satellite dish, account #00118-0903.** 172-174
 3. Inspection report, July 14, 2010. The violation letters were mailed. 175-178

VI. 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.