

**Canyon Creek Homeowners Association
Board of Directors Meeting Minutes
August 4, 2003**

CALL TO ORDER

Upon due notice given and received President Shelley Armstrong announced that a quorum was present and called a meeting of the Board of Directors to order at 7:10 p.m. at 17 Sonrisa, Irvine, California.

ATTENDANCE

Present:

Shelley Armstrong, President
Gary Plooster, Vice President (arrived late)
Larry Kroll, Secretary
Gary Brenkman, Treasurer

Loraine Grove, Total Property Management

Absent:

Phil Lisle, Director

HOMEOWNER FORUM

A short question and answer period took place.

RECESS

A motion was made, seconded, and carried unanimously to recess to Executive Session at 7:30 p.m. to hold a hearing regarding disciplinary matters.

RECONVENE

The board meeting was reconvened at 7:40 p.m.

COMMITTEE REPORTS

Social: The summer BBQ will be held 9-21-03 at 4:00 p.m. Shelly Armstrong reported that Jim and Trish Shute had indicated this would be the last event they will coordinate, as their schedules no longer allow them to serve on the Social Committee.

***** Gary Plooster arrived *****

Monument Signs: Chairperson Shelley Armstrong updated the Board.

Architectural Review Committee

Pam Patten, the owner of 22 Sonrisa, was present to appeal a ruling of the Architectural Review Committee regarding an application for a new door. A motion was made, seconded, and carried unanimously to uphold the decision of the Architectural Review Committee, and to suggest that she re-submit the application including molding on the door documented by a drawing, a sample of the stain to be used and a picture or brochure of the finish material to be used for the door handle.

TREASURER'S REPORT

Treasurer Gary Brenkman reviewed the current financial status. A motion was made, seconded, and carried unanimously to accept the June 30, 2003 financial statements and associated outstanding aging reports subject to review by the CPA at fiscal year end. A motion was made, seconded, and carried unanimously to roll over the C.D. at Imperial Bank.

A motion was made, seconded and carried unanimously to roll over the C.D. at South Coast Commercial Bank for another six months, with a new maturity date of December 16, 2003.

CONSENT CALENDAR

A motion was made, seconded, and carried unanimously to accept the Consent Calendar, which consisted of the following:

- June 9, 2003 Meeting Minutes
- Approval of bid from Three Phase to replace the failed meter pedestal at Vispera and Tamizar at a cost of \$2,200 to be funded from reserves.

DISCUSSION ITEMS

Pool Mastic Sealing and Tile Grouting Bid

A motion was made, seconded, and carried unanimously to approve the proposal dated July 30, 2003 from Marco Polo Pool and Spa, Inc. in the amount of \$2,327.20 to remove and replace mastic around the pool, spa and deck area (to be funded from reserves). It was noted that the work would be completed after the summer swimming season.

Gatehouse Door Replacement

A motion was made, seconded and carried unanimously to refer the gatehouse door replacement to the Sign Committee, to be considered as part of the renovation of the entry areas.

Reserve Study

A motion was made, seconded and carried unanimously to table the reserve study to the October 14, 2003 meeting.

Pool Heater

The Board directed management to schedule the pool heater to be turned off the week of October 24, 2003.

NEW BUSINESS

Entry Renovation

A motion was made, seconded, and carried unanimously authorizing Keith Sanders to direct management to contact legal counsel to draft a special assessment ballot upon confirmation of the budget numbers.

ADJOURNMENT

There being no further business to come before the board a motion was made, seconded, and carried unanimously to adjourn the meeting at 9:45 p.m.

The next scheduled Board meeting will be held on October 14, 2003 at 7:00 p.m. to be held at 5 Vispera.