

**THE MINUTES OF THE GENERAL MEETING
OF THE
BOARD OF DIRECTORS
OF THE
SORRENTO HOMEOWNERS ASSOCIATION**

March 23, 2010

CALL TO ORDER

The following are the Minutes of the General Meeting of the Board of Directors of the **Sorrento Homeowners Association** held March 23, 2010 at the Sierra Canyon Upper Campus, 20801 Rinaldi Street in Chatsworth, California. A **Quorum** was noted and the meeting was called to order at 7:06 p.m.

BOARD MEMBERS PRESENT

Melissa Centeno, President; Pat Pope, Vice President; Victor Florian, Treasurer; Mary Cooley-Lopez, Secretary and Phillip Minton, Member at Large (Departed at 8:36 p.m.).

BOARD MEMBERS ABSENT

None.

OTHERS PRESENT

Guest Speaker Chris Asberry, Steve Adams and Tashaka Starwell of Centurion Security; a Sheriff; Lee Ciuffitelli and Carlos Mendoza of ISS Grounds Control Systems; Leah Murakami of Water2Save; Marinel Agbunag of Ross Morgan and Company (RMC) (Departed at 8:30 p.m.); Lisa Holtke of Recording Secretaries, Inc. (RSI) and several homeowners were present.

APPROVAL OF MINUTES

Approval of the General Meeting Minutes of February 18, 2010 – Tabled.

Mary Cooley-Lopez moved to approve Minutes of the Executive Meeting of February 18, 2010. Pat Pope seconded the motion, which carried. Phillip Minton abstained.

PRESIDENT'S REPORT

- A. **Report Regarding Small Claims Suit CHA10W0055** - Phillip Minton filed a small claims suit against Melissa Centeno alleging breach of fiduciary duty and the Court ruled in favor of the Defendant.

Report Regarding Small Claims Suit CHA10W00222 - Phillip Minton filed a second small claims suit against Melissa Centeno alleging failure to provide documents. Copies of the suit, as filed, were made available to homeowners. The case is calendared for March 30, 2010 at 8:30 a.m.

Countersuit to Recover Costs – The Board will file a countersuit to recover costs from Phillip Minton.

EXECUTIVE SESSION

The Board noted for the record that they met in Executive Session on March 23, 2010 to discuss litigation.

COMMITTEE REPORTS

Architecture/Landscape Committee - Liaison Mary Cooley-Lopez

- A. **ISS Ground Control Systems Report** – Guest speaker Lee Ciuffitelli provided a review of irrigation systems; brush clearance; spring color and requests from homeowners regarding tree trimming.

ISS requests that irrigation or sprinkler failures throughout the Association be reported to Management.

Disconnected and defective irrigation along Browns' Canyon fire road was discussed. The area is considered native landscape and irrigation was stopped for that reason. A review of the matter was conducted by ISS with representatives from S&S (the developer), members of the Architectural Landscape Committee and M&R (prior vendor).

The irrigation system in general appears to be in good condition. ISS recommends v-drain cap cleaning and maintenance to enhance and improve the drainage.

A brush clearance proposal will be submitted in March.

ISS Arborist, Carlos Mendoza, has created a three year plan for tree trimming and the next trimming is scheduled to take place in fall.

Spring color is being planted at the end of the current month.

- B. **Water2Save** – Guest speaker Leah Murakami presented water audit report findings and fielded questions regarding water saving plans from the Board and several homeowners. Currently, Water2Save proposes installing twenty five controllers to manage water from twenty nine meters to realize a cost savings of approximately twenty six percent for the Association. The Board accepted the proposal and tabled the matter.

Newsletter and Website Committee - Liaison Mary Cooley-Lopez

The upcoming newsletter will include information regarding homeowner questions related to complying with fire department requirements.

Election Committee - Liaison Mary Cooley-Lopez – Mary Cooley-Lopez made a general call to homeowners for volunteers for the Committee and upcoming election - June 26, 2010 - three Board positions will be open.

- A. **Report on Outside Election Vendors** – Bids from Vendors that provide election services have been solicited.

COMMITTEE REPORTS (Cont.)

- B. **Motion:** Mary Cooley-Lopez moved to approve utilizing HOA Elections, a vendor, for the upcoming election. Pat Pope seconded the motion, which carried. Phillip Minton abstained.

Security Committee/Rules Committee - Liaison Pat Pope – Pat Pope reported on security issues and community services. A homeowner assisted in stopping the progress of a residential fire and the fire department responded. The Browns' Canyon gates are not currently safety locked and Pat Pope will meet with the fire Department in an effort to secure those gates. An adjustment has been made to the budget and guard services will be able to be separated from office supply costs, etc. Heating repair/improvements at the guard house are going to be made and S&S has agreed to pay for the project. Integrated security system providers are being asked to bid and propose system improvements for the Association.

- A. **Report from PRNC on City Services** – The Porter Ranch Neighborhood Watch Committee and members of the Security Committee became concerned about ambulance service reduction that would have affected the community.

Treasurer/Finance Committee - Liaison Victor Florian – Victor Florian provided a financial report, as of February 28, 2010:

Cash Operating	\$141,840
Cash Reserves	\$730,435
Total Assets	\$1,002,830
Total Liabilities	\$34,827
Equity	\$864,04
Reserves	\$41,188
Total Owner's Equity ..	\$905,235
Net Income	\$62,766
Total Liabilities and Equities	\$1,002,830

- A. **Motion:** Victor Florian moved to adopt a new collection policy for homes in arrears based on Monica Florian's "Sorrento HOA – Accounts in Arrears Project Update" (six pages). Pat Pope amended the motion to approve the policy without making a change to the late payment fee that is charged on the 15th of each month. Mary Cooley Lopez seconded the motion, as amended, the motion carried unanimously.
- B. **Motion:** Victor Florian moved to stop paying additional expenses in favor of Centurion Group (i.e. reimbursable office supply costs). Phillip Minton seconded the motion, which failed. Pat Pope, Melissa Centeno and Mary Cooley-Lopez opposed.

Pool Committee – Liaison Melissa Centeno – Sorrento deck staining has been bid by four vendors.

- A. **Motion:** Mary Cooley-Lopez moved to approve a bid from Rufus to re-stain and resurface the Sorrento pool deck. Pat Pope seconded the motion, which carried unanimously (Phillip Minton was not present).

Treasurer/Finance Committee (Cont.)

Hospitality Committee – Liaison Melissa Centeno – The Spring Fling event has been scheduled. The Easter Bunny will make an appearance and fire and law enforcement representatives may attend. Donations and participation in the potluck are being solicited from all homeowners.

DELINQUENCIES

- A. **Liens** - In accordance with California Civil Code §1367.1(c)(2): a motion was made by Pat Pope, seconded by Mary Cooley-Lopez, and carried to approve recording a lien on the properties identified below in accordance with the Association's adopted Delinquent Assessment Collection Policy and California Civil Code.

Account No. 149-9597

Account No. 145-3290

Account No. 128-2649

Account No. 144-0096

Victor Florian opposed. Phillip Minton abstained.

ANNOUNCEMENTS – Upcoming meetings will be held at the pool, weather permitting.

OPEN FORUM

Homeowner Bob – Re-painting street surface warnings (e.g. "Stop") and slurring are matters that concern this homeowner. Re-painting is being bid and S&S slurry/sealing responsibilities were discussed.

Homeowner Jim – The homeowner is concerned about law suits, legal fees and the Association's budget. He also asked what process or rules apply to removing a Board member.

ADJOURNMENT

The General Meeting was adjourned at 8:55 p.m.

NEXT MEETING

The next meeting is scheduled Tuesday, April 27, 2010 at 7:00 p.m. at Sierra Canyon Upper School (High School) or Meadows Pool, weather permitting.

Submitted by: Lisa Holtke, Recording Secretary (RSI)

Approved by:

Mary Cooley-Lopez, Secretary _____ Date
Sorrento Homeowners Association
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