

**POINT SURFSIDE HOEMOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JULY 15, 2008**

**CALL TO ORDER:** The meeting was called to order at 7:00 p.m. by President, Mary Whaley.

<b>DIRECTORS</b>	Mary Whaley.....	President
<b>PRESENT:</b>	Jenice VanAndel.....	Secretary
	Janet Cabourne.....	Treasurer

**ABSENT:** None

**ALSO PRESENT:** Jan Standish, CCAM, Golden West Property Management

**MINUTES:** A motion was duly made by Mary Whaley, seconded by Janet Cabourne and unanimously carried to approve the Board meeting minutes of June 17, 2008 as written.

A motion was duly made by Janet Cabourne, seconded by Mary Whaley and unanimously carried to approve the Board meeting minutes of May 20, 2008 as written.

**HOMEOWNER  
PRESENT:**

Joyce Fairchild was present regarding the 2007 year end audit. The cover letter from Optimum stated that it was the annual audit however Schonwit & Associates, the CPA, stated it was a review. The Board explained that the CPA was unable to perform an audit because there were 6 months of paid invoices and receivable records missing that occurred during the transition from CMC Property Management to Optimum Property Management. The cover letter from Optimum was not approved by the Board. Mrs. Fairchild believes that there could be some exposure to the Association for not being able to perform the audit.

Becky Jaffee was present to inquire about the repairs noted in the recent termite report on her unit. The Board will address this under new business as noted on the agenda.

Bernadette Abels was present and wished for her hearing to be public regarding the white bamboo shades on her balcony. She stated that she has had them since 1994 and believes she is being singled out. The Board thanked her for her statement and advised her that she would be informed in writing within 30 days of their decision.

**FINANCIAL  
REPORTS:**

A motion was duly made by Janet Cabourne, seconded by Mary Whaley and unanimously carried to approve the financial reports for May 2008 and June 2008 financial reports subject to audit.

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A motion was duly made by Janet Cabourne, seconded by Jenice VanAndel and unanimously carried to close the Pacific Western Money Market reserve account for the reconciled amount of \$200,000.00 and place funds in Wachovia.

A motion was duly made by Janet Cabourne, seconded by Jenice VanAndel and unanimously carried to transfer \$86,000.00 from the Pacific Western operating account to Wachovia, leaving a balance of \$53,091.68.

The Board requested a copy of the final Optimum billing.

**OLD BUSINESS:** Tree trimming bids: Final decision tabled. Treeco to be asked how much to remove the 2 trees identified by Urban.

Catwalk repairs & maintenance – PCW bid tabled until additional bid received.

Power washing of dumpster enclosures – A motion was duly made by Mary Whaley, seconded by Janet Cabourne and unanimously approved to accept Personal Touch proposal to power wash 3 enclosures @\$65.00 each asap.

Lone Star Pest – The garage bid for wood repairs was tabled. Lone Star to send scope of work to management in order to obtain a second bid. Outstanding items from prior wood repairs to the exterior of the clubhouse also need to be completed. (Light over BBQ and stucco repair)

New Attorney retainer agreement – The Board reviewed the proposed agreement from Cane, Walker & Harkins. A motion was duly made by Mary Whaley, seconded by Jenice VanAndel and unanimously carried to accept the retainer agreement at an annual fee of \$1,200.00.

**NEW BUSINESS:** Reimbursement requests: A motion was duly made by Mary Whaley, seconded by Jenice VanAndel and unanimously approved to reimburse Janet Cabourne out of pocket expenses for clubhouse carpet \$2,676.17 and charge to clubhouse reserve account and landscape plants in the amount of \$197.55 and charge operating account for landscape extras.

A motion was duly made by Janet Cabourne, seconded by Mary Whaley and unanimously approved to reimburse Jenice VanAndel out of pocket expenses - \$565.00 to move pool table for carpet installation and charge clubhouse reserve and \$83.14 for plants charged to operating landscape extras.

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312A repairs – A motion was duly made by Mary Whaley, seconded by Jenice VanAndel and unanimously approved the wood repair bid from the termite report issued by Lone Star.

PacWest invoice – A motion was duly made by Janet Cabourne, seconded by Mary Whaley and unanimously carried to approve invoice in the amount of \$495.00 for clubhouse floor coating and charge clubhouse reserve.

**ADJOURN:** There being no further business to discuss, the meeting was adjourned at 8:45 p.m.

**ATTEST:** Respectfully Submitted by:

\_\_\_\_\_  
Jan Standish, Community Manager

**APPROVED:** \_\_\_\_\_  
Chairperson of the Meeting  
President of the Association

**SECRETARY'S CERTIFICATE**

I, Jenice VanAndel, the duly elected and acting Secretary of the Point Surfside Homeowners Association, do hereby certify under penalty of perjury that the attached is a true and correct copy of the Minutes of the Board of Directors meeting held July 15, 2008 as approved by the Chairperson and President of the Association.

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Secretary