

**BEAR BRAND RANCH COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS**

MONDAY, JANUARY 26, 2009

*** * * MINUTES * * ***

NOTICE

Upon due notice given and received, the members of the Board of Directors for the Bear Brand Ranch Community Association held a Board Meeting on Monday, January 26, 2009 at 9:00 a.m. at the office of Progressive Community Management, Mission Viejo, California.

CALL TO ORDER

Ed Zalta, President, called the meeting to order at 9:00 a.m.

ATTENDANCE

Present: Ed Zalta, President
 Michael Berumen, Vice President
 Fred Burbank, Secretary
 Wayne Mertes, Treasurer
 Bill Schenck, Directors

Management: Glenda Reid, CCAM, Progressive Community Management

Other: One (1) Homeowner
 Gabriel Ramirez, Boyd & Associates
 Gateworks (Representatives Barrington, Brad and Chris)

ADOPT AGENDA

The Board reviewed the agenda as presented. Upon motion duly made and seconded:

Resolved: The Board of Directors for Bear Brand Ranch Community Association adopted the Agenda as presented. Approved: Unanimous.

**HOMEOWNER
FORUM**

A homeowner attended to hand carry architectural information and asked if the Architectural Design Committee could review prior to their next regularly scheduled meeting.

CONSENT CALENDAR

The Board of Directors reviewed the Consent Calendar as presented. Upon motion duly made and seconded:

Resolved: To approve the Consent Calendar as presented. Approved: Unanimous.

- A. **Minutes - Resolved:** To approve the Regular Session minutes from the October 22, 2008 Board of Directors meeting as written.
- B. **Minutes – Resolved:** To approve the Regular Session minutes from the November 6, 2008 Special Meeting as written.
- C. **Minutes – Resolved:** To approve for accuracy the Annual Meeting Minutes of October 22, 2008 and formal approval to be voted on by the membership at the next regularly scheduled Annual Meeting to be held in 2009.
- D. **Financials: Resolved:** To approve the financial statements for the periods ending October 31, 2008, November 30, 2008 and December 31, 2008 as presented.
- E. **Approval/Insurance Renewal Package, Umbrella, Fidelity & Workers Compensation: Resolved:** To approve the renewal for General Liability, Umbrella, Fidelity Bond and Workers Compensation with Berg Insurance/Farmers Insurance for the period of November 22, 2008 through November 22, 2009 for a total annual premium of \$5,423.00.
- F. **Approval/Insurance Renewal Directors & Officers: Resolved:** To approve the renewal of Directors & Officers Insurance Policy with Robco Insurance Services for the period of December 17, 2008 through December 17, 2009 for a total annual premium of \$2,167.65.
- G. **Collection Action/Account BB8531: Resolved:** To approve to proceed with collection action for delinquent assessments for Account BB9475 for delinquent assessments in accordance with the Association Delinquency Policy and California Civil Code.
- H. **Approval 2009 Annual Calendar: Resolved:** To approve the 2009 Annual Calendar as presented.

- I. **Approval 2009 Board of Directors Meeting Dates:** **Resolved:** To approve the scheduled Board meeting dates for the new year 2009 as January 26, 2009, April 21, 2009, May 19, 2009 (budget meeting), July 7, 2009, October 20, 2009 (Annual Meeting).
- J. **Approval/No Increase Janitorial Services Contract:** **Resolved:** To approve contract with Personal Touch Cleaning & Maintenance for janitorial services with no increase as presented.
- K. **Approval/No Increase Landscape Maintenance Contract:** **Resolved:** To approve contract with Bemus Landscape, Inc. for landscape maintenance services with no increase as presented.

STREET REPAIRS

The Board discussed upcoming bids for street repairs. The Board authorized Management to contact WillDan to follow-up on bids being obtained in February and to further contact the Reserve Study Analyst to begin with the Reserve Study update subject to finalizing said study with street costs when available.

CALIFIORNIA LEGISLATIVE ACTION COMMITTEE (CLAC)

The Board of Directors reviewed the annual donation for lobbying services. Upon motion duly made and seconded:

Resolved: The Board of Directors for Bear Brand Ranch Community Association deferred a donation to the lobbying services with California Legislative Action Committee (CLAC). Approve: Unanimous.

ARCHTECTURAL CONSTRUCTION HOLIDAYS

The Board of Directors reviewed the revised policy and procedures for the construction holiday schedule. Upon motion duly made and seconded:

Resolved: The Board of Directors for Bear Brand Ranch Community Association approved the revised policy and procedures for construction holiday schedule as presented. Approved: Unanimous.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 10:30 a.m. Due to no business to discuss in Executive Session, the Executive Session Meeting was cancelled. The next meeting will be held on Tuesday, April 21, 2009 in the offices of Progressive Community Management.

ATTEST

Signature _____ Date _____