

**MISSION VIEJO SWIM AND RACQUET CLUB**  
**BOARD OF DIRECTORS MEETING**  
**“OPEN SESSION”**  
**Wednesday October 19, 2016**  
**MINUTES – MVSRC CLUBHOUSE**

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**I. CALL TO ORDER**

President, Ron Schouten called the Open Session meeting of the Mission Viejo Swim and Racquet Club Board of Director's to order at 6:05 p.m.

**DIRECTORS PRESENT**

Ron Schouten – President  
Sheri Aune – 1<sup>st</sup> Vice President  
Joe Bolich, Jr., - 2<sup>nd</sup> Vice President  
Rennie Stark - Secretary

**DIRECTORS NOT PRESENT**

Jesse Rabinowitz - Treasurer

**MISSION VIEJO SWIM & RACQUET CLUB**

Sue Ward, Club Manager,  
Doreen Barron, Assistant Manager

**II. HOMEOWNER FORUM**

None

**III. APPROVAL OF MINUTES – Meeting of September 21, 2016**

**Motion:** Ron Schouten motioned to approve the September 21, 2016 minutes

**Second:** Rennie Stark

**Ayes:** Schouten, Aune, Bolich, Stark

**Nays:** None

**IV. APPROVAL OF FINANCIALS- Financial Statement for 9/1/16-9/30/16**

**Motion:** Rennie Stark motioned to approve the September financials

**Second:** Sheri Aune

**Ayes:** Schouten, Aune, Bolich, Stark

**Nays:** None

**V. UNFINISHED BUSINESS**

**Facility Repair/Maintenance**

Discussion ensued with the Board regarding their views and expectations concerning the replacement and the associated costs for updating the facility landscaping and corner monument. Sue also presented an idea for additional lighting in the BBQ area that met with approval by the Board as well as the replacement of the parking lot lights with LED lighting. Sue will obtain proposals for the above mentioned work for the Board to review at a future meeting.

**VI. NEW BUSINESS**

**Manager's Certification Letter**

Sue Ward submitted to the Board her "Manager Certification Disclosure" letter as required by Business and Professions Code 11502 and Civil Code 5375 that she has met the requirements as a certified common interest development manager.

**CPA – Proposal for 2016 Review & Taxes**

The Board approved VanDerPol and Company to prepare the 2016 Financial Statement and taxes.

**Motion:** Sheri Aune motioned to approve VanDerPol and Company to prepare the 2016 Financial Statement and taxes.

**Second:** Rennie Stark

**Ayes:** Schouten, Aune, Stark, Bolich,

**Nays:** None

**Water Fountain for Pool Area**

Sue submitted two cost estimates to replace the water fountain in the pool area. Rescue Rooter’s proposal was \$1600.00 for the cost of the water fountain and installation. Sue looked into purchasing the water fountain separately and found Grainger carried the item for \$718.00. The Board motioned to approve, as a reserve expense, the water fountain from Grainger.

**Motion:** Ron Schouten motioned to approve the purchase a new water fountain for pool area as a reserve expense.

**Second:** Joe Bolich

**Ayes:** Schouten, Aune, Bolich, Stark

**Nays:** None

**VII. PLACEMENT OF LIENS**

That, in accordance with the revised collection policy which was mandated by the Changes in California Civil Code, upon expiration of the 30-day pre-lien timeline, the Board authorizes the placement of liens with the following **Accounts; #542, #047, #040**

**Motion:** Ron Schouten motioned to approve, upon expiration of the 30-day pre-lien timeline, the placement of liens with the above accounts.

**Second:** Joe Bolich

**Ayes:** Schouten, Aune, Bolich, Stark

**VIII. EXECUTIVE SESSION**

- Review delinquent accounts as of 9/30/16
- Accounts sent to SBS
- Placement of Liens upon expiration of the 30-day pre-lien timeline
- Account #258/APN# 784-072-05 – Payment Plan Update

**OPEN SESSION MEETING ADJOURNED AT 6:39 PM**

**NEXT MEETING: November 16, 2016 at 6:00 pm**

**APPROVED:** \_\_\_\_\_ **DATE:** \_\_\_\_\_