



**MINUTES OF A REGULAR MEETING
CONDUCTED BY THE BOARD OF DIRECTORS
MAY 6, 2020**

An Open Meeting of the Board of Directors of the Lake Forest II Master Homeowners Association, a California non-profit, mutual benefit corporation, was held on Wednesday, May 6, 2020, hosted at the Lake Forest Sun & Sail Club, 24752 Toledo Way, Lake Forest, CA 92630 and available on Zoom.

An Executive Meeting preceded the Regular Meeting, during which confidential matters were discussed, including Hearing Board fines related to CC&R violations, delinquencies, personnel issues, and legal matters. The Executive meeting convened at 5:15 p.m., and was adjourned at 5:59 p.m.

I. CALL TO ORDER

President Richert called the Regular Meeting to order at 6:00 PM.

Board members in attendance online at Call to Order were President Jim Richert, Vice President Dennis Freed, Treasurer Tom Ludden, and Directors Paul Coulter, Jolene Fuentes, Justin Kirk and Sonny Morper.

Staff members present were General Manager Alisa Woolsey, Finance Manager Cindy Christenson, Community Services Manager Jenny Mucha, and Maintenance Manager Bud Finch.

II. COMMITTEE REPORTS

No reports.

III. RESIDENT'S COMMENTS

Members of the Association were able to send comments to the Board of Directors prior to 4:30 p.m. on May 6th. The Board received and reviewed all comments before the meeting.

IV. CONSENT CALENDAR

- A. 2019-2020 Board of Director Goals w/Status Report
- B. Reserve Projects Status Report
- C. Approval/Ratification of Reserve Purchases
- D. Minutes of Board of Directors Regular Meeting | March 4, 2020
- E. Financials and Investment Supplement Report | Master Association – February & March, 2020
- F. Financials | Lake Forest Keys Association – February & March, 2020
- G. First Quarter Journal Review

Action: Resolution 20-20

It was moved by President Richert, and seconded by Treasurer Ludden, that the Consent Calendar be approved as submitted. Motion carried by 7-0 vote.

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V. ACTION ITEMS

A. 2020 Election | Final Ballot and Schedule

No discussion on this item.

B. 2020 Lake Forest Keys Association Audit

Action: Resolution 20-21

It was moved by Treasurer Ludden, and seconded by Director Fuentes, that per the recommendation of the Budget & Finance Committee, the Master submit \$4.00 to the Lake Forest Keys for shared expenses over budget. Motion carried by 7-0 vote.

C. Upper Court Rehabilitation Project

General Manager Woolsey let those viewing the meeting and the Board of Directors know that the project is still under review at the City of Lake Forest, and edits have been requested and submitted. The project will ultimately be delayed at least 2-3 months because of COVID-19 related interruptions and slow-downs. The City of Lake Forest is requiring a Grading Permit for the project.

Action: Resolution 20-22

It was moved by Treasurer Ludden, and seconded by Director Fuentes, that the Board ratify the Executive Committee's decision to hire Kolibrien to develop a Grading Plan for the Upper Court Rehabilitation Project for an amount of \$8,840. Motion carried by 7-0 vote.

D. COVID-19 Update

1. July 4th Celebration

After review of comments submitted by homeowners prior to the meeting, the Board discussed options for cancelling or postponing the annual July 4th celebration because of State restrictions on gathering size and impacts on the budget.

Action: Resolution 20-23

It was moved by Director Fuentes and seconded by Vice President Freed, that the Board cancel the July 4th celebration for 2020. Motion carried by 7-0 vote.

2. Clubhouse Reopening Framework

The Board, having reviewed input from homeowners, discussed opening the Clubhouse amenities in stages with rules in place to protect staff and members. It was suggested the Board meet weekly to discuss each stage of opening.

Action: Resolution 20-24

It was moved by Director Coulter and seconded by Director Morper, that the Board approve reopening the Upper Tennis and Pickleball courts on Monday, May 11, review each subsequent stage of the plan week-by-week, and adopt the Emergency Rules as proposed. Motion carried by 7-0 vote.

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Action: Resolution 20-25

It was moved by Treasurer Ludden and seconded by President Richert, that the Board cancel the 2020 Dolphin Swim Team season because of social distancing and amenity availability concerns. Motion carried by 7-0 vote.

VI. OPEN DISCUSSION

None

VII. ADJOURNMENT

President Richert adjourned the Board Meeting at 6:36 p.m.

LAKE FOREST II MASTER HOMEOWNERS ASSOCIATION:



Jim Richert, President

Board of Directors

ATTEST _____

Alisa Woolsey, Secretary

General Manager