

**MISSION VIEJO SWIM AND RACQUET CLUB**  
**BOARD OF DIRECTORS MEETING**  
**“OPEN SESSION”**  
**TUESDAY MAY 17, 2011**  
**MINUTES – MVSRC CLUBHOUSE**

---

**I. CALL TO ORDER**

Board president, Don Myhra, called the Open Session meeting of the Mission Viejo Swim and Racquet Club Board of Director's to order at 7:42 p.m.

**DIRECTORS PRESENT**

Don Myhra  
Vickie Steele  
Ron Schouten

**DIRECTORS ABSENT**

Rennie Stark  
Joe Bolich, Jr.

**Mission Viejo Swim and Racquet Club**

Sue Ward, Club Manager  
Doreen Barron, Meeting Minutes

**II. HOMEOWNER FORUM**

No homeowners present.

**III. APPROVAL OF MINUTES**

**Meeting of April 19, 2011**

**Motion:** Ron Schouten motioned to approve the April Minutes

**Second:** Vickie Steele

**Ayes:** Schouten, Steele, Myhra

**Nays:** None

**IV. APPROVAL OF FINANCIALS**

**(Bank) Financial Statement for 4/1/2011-4/30/2011**

Board member, Joe Bolich, requested, via email, detail regarding purchases appearing on the bank statement made at Bed, Bath & Beyond and Target. Sue stated the purchase made at Bed, Bath & Beyond were for three umbrellas for the pool area and side tables for the spa area. The purchase made at Target included outside décor for the pool and spa area and cushions for the lifeguard stands. Sue stated that the bank statement also shows a credit adjustment for items returned to Target and coupons she used to save an additional 20% on the umbrellas at Bed, Bath and Beyond.

Joe Bolich also questioned the overage in the office general ledger account 6600 for the month. Sue clarified that account 6600 distributes annual forecasted expenditures equally over the twelve month budget period. This month the Annual Financial Statements were completed and mailed out to the homeowners.

**Motion:** Ron Schouten motioned to approve the April Financial Statements

**Second:** Vickie Steele

**Ayes:** Schouten, Steele, Myhra

**Nays:** None

**V. OLD BUSINESS**

**NONE**

**VI. NEW BUSINESS****A. Heating /Air Conditioning Proposals****Discussion:**

Sue Ward submitted three proposals by selected vendors and a 'preliminary' comparison evaluation spreadsheet identifying vendor costs and warranty information. Discussion ensued and the Board requested additional information regarding the different SEER ratings, permit costs and other additional costs involved in the replacement of the two 5-Ton HVAC units for the clubhouse and the smaller unit in the club office. The board requested Sue obtain two additional proposals and tabled this item until additional proposals and information is available.

**B. Pool Crack on Corner Coping****Discussion:**

Sue reported that a crack in the coping and trailing down into the pool at the 4-1/2 ft corner area and a missing pool tile was brought to her attention by the club's pool technician. Sue contacted the pool company that previously made repairs to the coping and pool cracks that appeared at the bottom of the pool in 2009, Aquatic Balance. Their Service Manager came by to see if the water was leaking behind the pool wall. He indicated that it was not leaking and stated that he would get a cost estimate for epoxy injection. The cost estimate to repair was not available for the Board meeting. The Board discussed that this required immediate attention before summer season begins. Ron Schouten motioned to approve a cost estimate of \$2500 to be paid from the Reserve Account.

**Motion:** Ron Schouten motioned to approve Aquatic Balance to make the pool repairs.

**Second:** Vickie Steele

**Ayes:** Schouten, Steele, Myhra

**Nays:** None

**VII. PLACEMENT OF LIENS**

That, in accordance with the revised delinquency policy which was mandated by the changes in California Civil Code, the Board authorizes the placement of liens with the following accounts; #669

**Motion:** Vickie Steele motioned to approve a lien be placed on account #669

**Second:** Ron Schouten

**Ayes:** Steele, Schouten, Myhra

**Nays:** None

**VII. EXECUTIVE SESSION**

**8:12 PM;** After announcing to the membership the topics for Executive Session, the Board adjourned into Executive Session.

1. Homeowner's receiving "Notice to Appear" letters for non-payment of assessments called to be heard.
2. Appeal Court Judgment and Ruling
3. Review of delinquent accounts as of April 30, 2011
4. Review Status of Accounts in collections with ALS

**OPEN SESSION MEETING ADJOURNED AT 8:12 PM**

**NEXT MEETING: JUNE 21, 2011 AT 7:00 PM**

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