

## **FRENCH CREEK TOWNHOMES ASSOCIATION**

Board of Directors Meeting Minutes

February 27, 2023

Mission Viejo Library

Meeting was called to order at 6:05 p.m. by Tereasa Harsh. Quorum of the Board of Directors established. Minutes taken and transcribed by Virginia Johnson.

**Board members present:** Linda Hirschfeld, Deb Carney, Tereasa Harsh and Kevin Jones

**Board members absent and excused:**

**Advanced Staff:** Virginia Johnson, Association Manager

**Contractors Present:** None

**Homeowner Forum:** 3 homeowners in attendance

**Topics:** Asphalt, landscaping, great work on board

### **Approval of Meeting Minutes**

- **Discussion:** the minutes from November 17, 2022 with corrections was made by Tereasa Harsh, seconded by Linda Hirschfeld and passed unanimously.
- **Discussion:** the minutes from January 24, 2023 with corrections was made by Tereasa Harsh, seconded by Deb Carney and passed unanimously.

### **Financials/Legal:**

- **Discussion:** the January 2023 Financials will be provided once all invoices are approved and 2022 is closed out.

### **Manager's Report – Board Decisions:**

- **Review:** The Manager's report was reviewed and discussed.
- **Motion:** Adopt the state required Governance Policy for Conduct of Meetings Policy since signed copies not in previous management files was made by Linda Hirschfeld, seconded by Tereasa Harsh and passed unanimously.
- **Motion:** Readopt the state required Governance Policy for Collections since signed copies not in previous management files was made by Linda Hirschfeld, seconded by Tereasa Harsh and passed unanimously.

### **New Business:**

**.Architectural:**

**Correspondence:** None

**Hearings:**

**Adjourned at** 7:13 pm

**Next Meeting:** April 5, 2023 library is available