

**Briosa Owners' Association
Board of Directors Meeting
November 16, 2015**

MEETING NOTICE & AGENDA

NOTICE OF MEETING: The next Board of Directors Meeting for the Briosa Owners' Association will be held on **Monday, November 16, 2015**. The Meeting will be called to order at **6:00 p.m.** at Accell Property Management, Inc., 23046 Avenida de la Carlota, Suite 700, Laguna Hills, California. Homeowner Open Forum will be called to order at 7:00 p.m.

- I. Call to Order – 6:00 p.m.**
- II. Review & Approve Agenda**
- III. Executive Session**
 - A. Approval of Executive Session Meeting Minutes**
 - 1. October 19, 2015
 - B. Member Discipline & Enforcement of Governing Documents – No Business Pending**
 - C. Payments of Assessments & Delinquent Accounts**
 - 1. Statement of Account Preliminary to Levying of Lien
 - 2. The Perry Law Firm Correspondence
 - 3. The Judge Law Firm Correspondence
 - D. Formation of Contracts**
 - 1. O'Connell Landscape Contract
 - 2. Horizon Lighting Contract
 - 3. E&C Cleaning Contract
 - 4. Strategic Sanitation Contract
 - 5. Strategic Sanitation Services Correspondence
 - 6. Collections Attorney Comparison
 - E. Litigation or Consideration of Litigation – No Business Pending**
 - F. Legal Opinions & Legal Guidance – No Business Pending**
- IV. Homeowner Open Forum – 7:00 p.m. (3 Minutes per Person Max.)**
- V. Regular Session – Board Actions**
 - A. Approval of Regular Session Minutes**
 - 1. October 19, 2015
 - B. Consent Calendars & Resolutions**
 - 1. Consent Calendar
 - C. Maintenance & Service Proposals**
 - 1. Landscape Maintenance Proposals
 - 2. O'Connell Landscape Maintenance Proposal
 - 3. Antis Roofing and Waterproofing Proposal
 - 4. Roof Maintenance Proposals
 - 5. Vasin Sign Solutions, Inc. Proposal
 - 6. RD Systems, Inc. Proposal
 - D. Administrative & Operating Requests and Actions**
 - 1. Project Calendar Report
 - 2. Communication Worksheet
 - 3. HOA Website Discussion
 - E. Architectural Matters**
 - 1. Bamboo on Balconies Discussion
 - F. Financial Action**
 - 1. Reserve Budget Allocation Worksheet
 - 2. 2016 Annual Budget
 - 3. Memorandum Regarding Bank Account Balances
 - 4. Bank Transaction Resolution
- VI. Review of Association Current Financial Reporting**
 - A. Financial Reports for the Period Ending October 31, 2015
- VII. New Business**

Pursuant to California Civil Code Section 4930(d), the Board may address matters of new business only after making a finding that the matter involves circumstances that could not have been reasonably foreseen, and which of necessity make it impracticable to provide prior notice as required by the California Civil Code.
- VIII. Adjournment**
 - A. Next Meeting Date – December 21, 2015
 - B. Motion to Adjourn