

Rancho Cielo Homeowners Association  
Board of Directors Meeting  
November 29, 2023

General Session  
**MINUTES**

**CALL TO ORDER**

The General Session meeting of the Board of Directors was called to order at 6:30 PM at Trabuco Canyon Water District, 32003 Dove Canyon Dr, Trabuco Canyon, CA, by board president Len Malena.

**ATTENDANCE**

Directors Present: Len Malena, President  
Darryl Wheeler, Vice President  
Timothy Whelan, Secretary  
Robert Hoffman, Treasurer  
Gina Cox, Member at Large

Directors Absent: None

Also, Present: Denise Mitchell, Senior Community Manager, Vintage Group  
Colleen Rozen, Community Manager, Vintage Group

**EXECUTIVE SESSION**

The board met in executive session today at 6:00 pm where they discussed member disciplinary matters and discussed delinquent account 1304025401,

**SECRETARY'S REPORT**

Upon review, a motion was made, seconded, and unanimously carried to approve the October 25, 2023, Regular Session Minutes as submitted.

**TREASURER'S REPORT**

A motion was made, seconded, and unanimously carried to accept the October 31, 2023, financial statement subject to fiscal year end audit by a Certified Public Accountant.

The board reviewed the AR Aging Report. No action was necessary.

**GENERAL MATTERS**

Upon review, a motion was made, seconded, and unanimously carried to approve the following,

- Aquatrends annual heater maintenance increased costs of \$360.00 per heater per year.
- All Signs Concepts to install a new stop sign at the corner of Rancho Cielo and Camino Del Cielo at a cost of \$522.41.
- The board reviewed and approved a request to waive the late fee/interest of \$10.33 on account 130401780 as a onetime courtesy.
- The board reviewed the maintenance and violation logs submitted by management.

**MEMBER FORUM**

One (1) member was in attendance, the topic of discussion was t vehicles parking on the driveway apron.

**ADJOURNMENT**

There being no further business to come before the board, a motion was made by Len Malen, seconded by Timothy Whelan, and unanimously carried to adjourn the meeting at 7:16 p.m.

**Secretary's Certificate**

I, Tim Whelan, do hereby certify that the foregoing is a true and correct copy of the Minutes of the General Session Meeting held on the above date, as approved by the Board of Directors.

ATTEST: Tim Whelan

Signature

1-24-2024

Date