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**RANCHO SAN CLEMENTE COMMUNITY ASSOCIATION**  
**GENERAL SESSION MEETING MINUTES**  
**Thursday, November 9, 2023**

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**CALL TO ORDER**

The following are the Minutes of the Meeting of the Board of Directors of the **Rancho San Clemente Community Association** via Zoom. President Vonne Barnes noted that a **Quorum** was present and called the meeting to order at 6:38pm.

**BOARD MEMBERS PRESENT**

Vonne Barnes, President; Marjie Butterworth, Treasurer, Robert Anderson; Secretary; Jerry Anderson, Vice President; Paul Melby

**Also Present**

Sheryl Sharp of Keystone Pacific  
Cierra Flanders Recording Secretary

**EXECUTIVE SUMMARY**

President Vonne Barnes reported that Minutes were approved, legal matters and delinquencies were reviewed.

**HOMEOWNER FORUM**

There were zero (0) homeowners present.

**DELEGATE FORUM**

Jerry Anderson, Vonne Barnes, and Marjie Butterworth were all reelected to the Board.

**Bella Vista** – Nothing to report.

**Montego** – Nothing to report.

**Vilamoura** – Nothing to report.

**Villagio I** – Nothing to report.

**CONSENT CALENDAR**

Jerry Anderson moved to approve the Consent Calendar as listed below. Robert Anderson seconded the motion, which carried unanimously. Roll Call: R. Anderson-Aye; J. Anderson-Aye; Butterworth-Aye; Barnes-Aye; Melby-Aye

1. Board Meeting Minutes of October 12, 2023
2. Civil Code §5380(b)(6) Board Resolution for transfers
3. Architectural Application Numbers 2462-23 through 2469-23

**KEYSTONE**

The Board discussed the letter from Keystone regarding the Financial Statements.

**MERRILL LYNCH**

The Board reviewed investment recommendation.

**LANDSCAPE/TREES**

*Monthly Progress Report*

President Barnes provided the monthly landscape report as Phil Suffridge of South Coast Gardening was unable to attend. Marjie Butterworth moved to ratify the three (3) dead trees removed not to exceed \$1,100.00. Jerry Anderson seconded the motion, which carried unanimously. Roll Call: R. Anderson-Aye; J. Anderson-Aye; Butterworth-Aye; Barnes-Aye; Melby-Aye

*Landscape Proposals*

Marjie Butterworth moved to approve South Coast Gardening proposal to replace 250 straw wattles at 53 Zaragoza in the amount of \$1,500.00. Jerry Anderson seconded the motion, which carried unanimously. Roll Call: R. Anderson-Aye; J. Anderson-Aye; Butterworth-Aye; Barnes-Aye; Melby-Aye

*Landscape Inspection Requests*

None.

*Landscape & OCFA Maintenance*

The Board reviewed the photographs taken during the landscape inspection.

**CORRESPONDENCE**

The Board reviewed homeowner correspondence received since the last meeting.

**UNFINISHED BUSINESS**

*American Towers*

The Board discussed the American Towers concern.

**NEW BUSINESS**

*Crown Castle*

The Board noted that this has been decommissioned.

*Districts for Election*

The Board discussed the San Clemente districts up for election.

*Iger, Wankel, Bonkowski, LLP Retainer Agreement*

Jerry Anderson moved to approve the second agreement with a \$700 retainer and an hourly rate of \$295.00. Vonne Barnes seconded the motion, which carried unanimously. Roll Call: R. Anderson-Aye; J. Anderson-Aye; Butterworth-Aye; Barnes-Aye; Melby-Aye

*Newsletter*

The next newsletter is due in December.

**Emergency Items**

None.

**ADJOURNMENT**

Jerry Anderson moved to adjourn the meeting at 7:02pm. Paul Melby seconded the motion, which carried unanimously. Roll Call: R Anderson-Aye; J. Anderson-Aye; Butterworth-Aye; Barnes-Aye; Melby-Aye

**NEXT MEETING**

The next Board of Directors meeting will be held on November 9, 2023 at 6:00pm.

Submitted by: Cierra Flanders, Recording Secretary

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Board Signature

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Date