

PORTOLA SPRINGS COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
FEBRUARY 13, 2008
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BOARD MEMBERS PRESENT: Wendy DeWees
Bradley Hawkins

BOARD MEMBERS ABSENT: Tom Heggi

MANAGEMENT REPRESENTATIVES: Shelley Grover
Jamie Bolduc
Keystone Pacific Property Management, Inc

CALL TO ORDER

Shelley Grover called the meeting to order at 3:35 P M

CONSENT CALENDAR

A motion was made, seconded and carried to approve the consent calendar as follows:

Item A: Resolved, to ratify the actions taken and approve the December 12, 2007 General Session Minutes and architectural report for December 2007 and January 2008 as submitted

Item B: Resolved, to accept the October 31, 2007 & November 30, 2007 financial statements as submitted. The December financial statement will be submitted at a later date and will include bank reconciliations, A/R aging reports, and prepaid assessment detail.

Item C: Resolved, to ratify the release of assessment bonds for Los Arboles Phases 1 & 2, Manzanita Phase 3, Bougainvillea Phase 2, Las Colinas Phase 3 and Sendero Phase 1.

Item D: Resolved, to appoint Kelly Given to the Activities Committee

NEW BUSINESS

Reservation Form - Clubhouse – A motion was made, seconded and carried to reduce the fee for reserving both rooms at either clubhouse to \$150. The refundable deposit will remain at \$500

The next Board meeting will be held on Wednesday, April 9, 2008, at 3:30 PM

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 3:52 P M

ATTEST: _____

DATE: 4/9/08 _____