

**San Clemente Shorecliffs Beach Club Association  
General Session Meeting Minutes  
January 8, 2024**

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1 Upon due notice, given and received, the Board of Directors of the San Clemente  
2 Shorecliffs Beach Club Association held their regularly scheduled Board of  
3 Directors Meeting on January 8, 2024 at the club, 2771 N. El Camino Real, San  
4 Clemente, CA 92672 and Zoom.us. President Kumi Elston called the Meeting to  
5 order at 6:00 p.m. with a quorum of Directors present.

6

7 **Directors Present**

Directors Present

8 Kumi Elston, President

9 Chris Wade, Vice President

10 Hal Kolp, Treasurer

11 Alison Anawalt, Secretary

12 Diane Wenzel, Director

13 Matt Rose, Director

14 Tobias Halbmaier, Director

15

16 **Directors Absent**

Directors Absent

17 Nate Brown, Director

18 Cale Foreman, Director

19

20 **Also Attending**

Also Attending

21 One (1) homeowner

22 Club Manager Tracey Edwards

23 Courtney Ekeberg, CMCA, Seabreeze Management Company

24

25 **Executive Session Meeting Matters**

Executive Session

26 In accordance with California Civil Code Section 4935(e), the Board of Directors  
27 notes the following topics were discussed during an Executive Session held after this  
28 General Session Meeting on January 8, 2024:

29 1. Approved the November 6, 2023 Executive Session Meeting Minutes.

30 2. Delinquency Review.

31

32 **Homeowner's Forum**

Homeowner's Forum

33 One (1) homeowner was in attendance and no topics were discussed.

34

35 **Secretary's Report**

Secretary's Report

36 The Board of Directors reviewed the Minutes from the November 6, 2023 General  
37 Session Meeting. Following review and discussion, a motion was made by Hal Kolp  
38 and seconded by Alison Anawalt to approve the Minutes as presented. The motion  
39 carried unanimously.

40  
41 **Treasurer's Report**

Treasurer's Report

42 Financials

43 The Board of Directors reviewed October 2023 and November 2023 Financial  
44 Statements and Treasurer Hal Kolp's report. Following review and discussion, a  
45 motion was made by Chris Wade and seconded by Matt Rose to accept the Financial  
46 Statements subject to the Annual Audit and to add a new line in the budget for  
47 maintenance labor. The motion carried unanimously.

48  
49 **Manager's Reports**

Managers Reports

50 Club Manager Tracey Edwards provided the Board of Directors with her report with  
51 the following action taken:

52

53 2024 Events Calendar

54 The Board of Directors discussed the calendar. Following review and discussion, it  
55 was the general consent of the Board of Directors to approve the calendar.

56

57 Retaining Wall Repairs

58 The Board of Directors reviewed conditions of the Defencells and discussed repairs.  
59 Following review and discussion, it was the general consent of the Board of  
60 Directors to have the Maintenance Committee provide recommendations.

61

62 Illumination of the Club

63 The Board of Directors discussed lighting the exterior of the club year-round  
64 (holiday lighting that can be changed for the holidays). Following discussion, it was  
65 the general consent of the Board of Directors to have the Maintenance Committee  
66 provide proposals.

67

68 Newsletter

69 The Board of Directors discussed mailing out the newsletter earlier this year.  
70 Following discussion, it was the general consent of the Board of Directors to mail  
71 the newsletter early and have one (1) page dedicated to the events calendar.  
72

73 **General Business**

General Business

74 **Formation of Maintenance Committee**

75 The Board of Directors discussed creating a committee that would work with  
76 vendors on maintenance items. Following discussion, it was the general consent of  
77 the Board of Directors appoint Matt Rose, Tobias Halbmaier and Cale Foreman to  
78 the committee.  
79

80 **Asset Study Review Dates**

81 The Board of Directors discussed walking the property and providing the  
82 Maintenance Committee with recommendations. Following review and discussion, it  
83 was the general consent of the Board of Directors to have the walk on January 21,  
84 2024 at 10:00 a.m.  
85

86 **Appoint Inspector(s) of Election**

87 The Board of Directors discussed appointing homeowners as the inspectors for the  
88 Annual Meeting. Following discussion, it was the general consent of the Board of  
89 Directors to appoint Kurt Luebke as the Inspector of Elections and Jim Nielsen as  
90 the Assistant Inspector of Elections.  
91

92 **Coastal Resiliency Project (Oceanside) & Sand Replenishment (San Clemente)**

93 Diane Wenzel provided the Board of Directors with an update. No action required.  
94

95 **2024 Board Meeting Calendar**

96 The Board of Directors reviewed the 2024 Board Meeting Calendar. Following  
97 review and discussion, it was the general consent of the Board of Directors to hold  
98 Board Meetings on February 12, April 8, June 10, August 12, October 14, and  
99 November 4, 2024.  
100

101 **Seabreeze Management Company-Annual Disclosure**

102 The Board of Directors reviewed the document disclosing Seabreeze Management  
103 Company and community manager Courtney Ekeberg are in compliance and have  
104 met the requirements of Business and Professions Code Section 11500-11506 and  
105 Civil Code 5375: the principle office is located at 1211 Puerta Del Sol, Suite 120, San  
106 Clemente, CA 92673; reports that the fidelity insurance of the management firm does  
107 not cover the operating and reserve funds and the association's fidelity insurance  
108 policy provides coverage for the funds; community manager Courtney Ekeberg does  
109 not hold a Real Estate license and received her certification in 2013 through Certified  
110 Manager of Community Associations (CMCA®). No action required.

111

112 **The Holiday Decorating Company proposal**

113 The Board of Directors reviewed the proposal the amount of \$1,585.00 for the  
114 holiday lighting. Following review and discussion, a motion was made by Hal Kolp  
115 and seconded by Alison Anawalt to ratify the approval. The motion carried  
116 unanimously.

117

118 **Feldsott, Lee and Nichter, Attorneys at Law proposal**

119 The Board of Directors reviewed the annual retainer in the amount of \$1,000.00 for  
120 five (5) hours of legal work. Following review and discussion, a motion was made  
121 by Hal Kolp and seconded by Diane Wenzel to approve the proposal as presented.  
122 The motion carried unanimously.

123

124 **Resolution to Lien #570002350428**

125 A motion was made by Alison Anawalt and seconded by Hal Kolp to lien  
126 570002350428. The motion carried unanimously.

127

128 **Next Meeting**

129 January 21, 2024 at 10:00 a.m. at the San Clemente Shorecliffs Beach Club, 2771 N.  
130 El Camino Real, San Clemente, CA 92672 and Zoom.us with Meeting ID: 892 9569  
131 3057 and Passcode: 110809.

132

133 **Adjournment**

Next Meeting

Adjournment

134 There being no further business to come before the Board of Directors, a motion was  
135 made by Hal Kolp and seconded by Matt Rose to adjourn the meeting at 7:13 p.m.  
136 The motion carried unanimously.

137

138

**SECRETARY'S CERTIFICATE**

139

140 I, Allison Anawalt, hereby certify that the foregoing is true and correct copy of the  
141 approved General Session Minutes of the Board of Directors held on January 8, 2024.

142

143

Allison Anawalt

1/12/24

144

Secretary

Date

145