



AUBERGE

www.aubergecommunity.org

*Professionally Managed by Keystone Pacific Property Management, LLC
16775 Von Karman, Ste. 110, Irvine, CA 92606*

Manager's Message

As you all are aware, Marty has taken on another opportunity with Keystone and we will miss him greatly. I, Nerissa Damasco, am officially the new General Manager for Auberge and am so excited to be here. I have already had the opportunity to meet so many of you and it has been an absolute pleasure. I am excited to continue to meet those of you I have not had a chance to meet. I am here Monday through Friday to assist. You can contact me at 619-798-9110 or via email at NDamasco@keystonepacific.com.

Holiday Decorations

It is customary to allow holiday decorations to be placed out on the week of Thanksgiving and removed no later than January 15, 2022. However, please remember that any holiday décor must be contained within your home and not extend to Association Maintained Area.

Safety Tips for Holiday Decorations

- ❖ Check each set of lights, new or old, for broken or cracked sockets, frayed or bare wires, or loose connections. Discard damaged sets or repair them before using.
- ❖ Turn off all lights on trees and other decorations when you go to bed or leave the house. Lights could short and start a fire.
- ❖ Keep live trees away from heat sources and be sure to water your tree to prevent it from being dried-out.
- ❖ If going the artificial tree route, make sure it is labeled "fire resistant" which are less susceptible to catching fire.
- ❖ Don't mount lights in a way that might damage the cords and avoid using nails or tacks. Use hooks or insulated staples instead.
- ❖ Poinsettias are poisonous when eaten, so keep them out of reach of pets and grandchildren.



Thank You to Our Committees

On behalf of the Board of Directors and myself, we would like to give a special thank you to all of our Committee members. All Committee members volunteer their time and skills to help maintain and enhance the Community. Thank you all for your continuous commitment and effort to the Community and its Homeowners. You are all so greatly appreciated!

October 2021 Board Meeting Updates

- ❖ The Board appointed Kathy Skow to the Board of Directors as the Vice President.
- ❖ The Board approved Lightfoot Planning Group to begin a Schematic Drawing for the Activity Park improvements.
- ❖ The Board amended the Purchasing and Contract Policy adding that no purchases for goods or services shall be made directly by a Board Member or Resident on behalf of the Association.
- ❖ The Board approved Winter Decorations for the Clubhouse.

Garage Use Forms

The Garage Use forms are to be submitted to Management annually. Many Homeowners have already submitted their forms and the additional documentation to Management. For those of you who did, thank you. For those of you who have not yet turned in these forms, please do so as soon as possible. The Garage Use forms as well as the accompanying photo(s) should be submitted via email to Aubergeforms@keystonepacific.com or brought to the General Manager directly during normal office hours. Thank you for your understanding and cooperation.

Reminder Corner

- ❖ For after-hours association maintenance issues, please call (949) 833-2600, Dial 0 to be connected with the emergency service line. Please call 9-1-1 for life-threatening emergencies.
- ❖ Please make sure that you leash and pick-up after your animal if you are walking them throughout the community.
- ❖ Trash Pick-Up day is Tuesday. Please remove trash cans from the common areas after this day and store them so that they are not visible in the common area.
- ❖ I will be "Out-of-Office" on Friday, 12/24 through Monday, 12/27 and return Tuesday, 12/28 as well as Friday, 12/31 through Monday, 01/03 and return Tuesday, 01/04 due to the holiday season and new year.

BOARD OF DIRECTORS

President: Bonnie Hayes
Vice-President: Kathy Skow
Treasurer: Frank Alessi
Secretary: Sue Klein
Directors At Large: Steve Silverman

NEXT BOARD MEETING

December 9, 2021 at 6 PM

A copy of the agenda will be posted on the clubhouse doors, on the community website, or can be obtained by calling management.

IMPORTANT CONTACT

INFORMATION

GENERAL MANAGER

Nerissa Damasco
 (619) 798-9110
 ndamasco@keystonepacific.com

EMERGENCY AFTER HOURS

(949) 833-2600, Dial 0

AFTER HOURS COMMON AREA IRRIGATION LEAK

(760) 745-1776, press 3 and leave a message.

GATE TRANSPONDERS & CLUBHOUSE FOBS

Transponders and FOBs can be purchased and troubleshooted by contacting the general manager.

ESCROW

DOCUMENTS/REFINANCING

HomeWise Docs
 info@homewisedocs.com
 (866) 925-5004