

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
SEPTEMBER 13, 2012**

BOARD MEMBERS

Jim Foley	President
Frank Hedges	Vice-President
Laurel Smith	Secretary
Gloria Felcyn	Treasurer
Ruut Van Den Hoed	Director
Steve Gillen	Director
Jim Turke	Director

OTHERS PRESENT

Suresh Vobbilsetty	Homeowner
Ashley Arnold	Resident
Kathleen Gillen	Homeowner
Bei Li	Homeowner
Deborah Matheson	Homeowner
Lei Jin	Homeowner
Paula Camporaso	Homeowner
Tony Fisher	Homeowner
Luis Heredia	Community Management Services, Inc.

ITEM I - Call to Order – President Jim Foley called to order the Board of Directors meeting at 7:07 PM at the association's Large Pool Area

ITEM II - Open Forum

Homeowner of Paula Camporaso addressed the board to offer her services as a resource for whatever the board would like her to do. Paula commented on the torn up concrete and was concerned of the appearance this had to those parties interested in buying into the community. Paula also noted that she felt having wireless network for the community.

Homeowner Kathleen Gillen noted that as the Welcome Wagon her intent was to bring to the attention of the board items that needed to be addressed in order to keep the community looking its best, such as the work that the board was doing on the clubhouse.

Mr. Tony wanted to inform the board of the hazards of burning wood during the upcoming winter.

ITEM III – Approval of the Minutes

- A. The board reviewed the minutes from August 9, 2012 board of directors executive session. Laurel Smith made a motion to approve the minutes as presented. Gloria Felcyn seconded the motion and the motion carried.

- B. The board reviewed the minutes from August 9, 2012 board of directors meeting. Laurel Smith made a motion to approve the minutes as presented. Gloria Felcyn seconded the motion and the motion carried.

ITEM IV - Committee Reports

- A. Financial Report – August 31, 2012

Gloria Felcyn reported to the board that the financials for July 31, 2012. Gloria had found the financials to be precise and except for a misspelling Gloria recommended the financials be accepted. Gloria then presented the board with a report of all of the operating and reserve savings and expenditures for the clubhouse project. The report was to assist the board in determining the funds to be used during the clubhouse renovation project and how much and how best to invest the reserves funds in order not to impact the project. The board gave Gloria a vote of confidence to work with CMS accountant Jill Grellman to determine the where and how much to invest the association's reserve funds.

- B. Aging Report – July 31, 2012

The Board reviewed the aging report for August 31, 2012 and discussed the three delinquent accounts. The board discussed the current state of each of the accounts and what steps were being taken to collect the delinquent funds.

- C. Focus Bank Resolution

The Board of Directors reviewed the packet of information for the transfer of the association's operating funds to Focus Bank. Based on the information provided a motion was made to also close the reserves account with Comerica and transfer the funds to Focus Bank. The motion was seconded and carried. The board also elected to open a CD placement account with Focus Bank.

- D. The Articles of Incorporation name the board members as Robert Catalano, President and Christine Favero, Secretary. These individuals are no longer members of the board of directors. The current board members are James Foley-President, Frank Hedges-Vice President, Laurel Smith-Secretary, Gloria Felcyn-Treasurer, Ruut Van Den Hoed-Director, Jim Turke-Director, Steve Gillen-Director, which are authorized to be signers on the account and are authorized to establish the account with B of I Federal Bank.

- E. Security

Frank Hedges did not have any further information regarding the security of the clubhouse project.

- F. Landscape

Steve Gillen reported to the board about the tree trimming and the tree removals taken place throughout the community.

- G. Maintenance/Clubhouse

Jim Foley reported on the progress of the work being performed at the Clubhouse including the exterior finish, the decks, windows, doors, electrical, and phone system. The work was continuing to move forward and would soon include the interior finishes.

ITEM V – The Association Manager's Report

The Board reviewed the action items list which includes all of the projects that are being undertaken by the board. It was noted that the concrete grinding and repairs would begin in approximately 3 to 4 weeks. The board also reviewed work order history for the past 30 days and the 2012 Association's calendar.

ITEM VI – Correspondence

- A. The Board of Directors reviewed the incoming correspondence from the past 30 days. The board also reviewed all the outgoing correspondence sent out by the manager during the past 30 days.

ITEM VII – Other Business

- A. Gutter Cleaning
The Board of Directors reviewed the proposals for the cleaning of the gutters and downspouts of the community. Laurel Smith made a motion to approve the 2 X cleaning as submitted by Gutter Glove. Gloria Felcyn seconded the motion and the motion carried for a total reserves expenditure of \$6,160.00.
- B. The Board reviewed the contract from Commercial Energy to allow the board to purchase the gas for the common area such as to heat the pool and the clubhouse directly from Commercial Energy. It also included an energy audit for their electrical which if it was found to be a savings Commercial Energy would receive 33% of the savings for up to 24 months. Steven Gillen made a motion to approve the contract with Commercial Energy. Ruut Van Den Hoed seconded the motion and the motion carried.

ITEM VIII - Newsletter Articles

- 1. Smoke Free environment
- 2. ACH Agreement
- 3. Clubhouse (No Events)

ITEM IX – Adjournment

The Board Meeting adjourned at 7:53 PM. The next meeting is scheduled for October 11, 2012, beginning at 7:00 PM at the large pool area.

ITEM X – Executive Session

The Board of Directors adjourned into executive session to address member discipline.

As approved by the Board of Directors,



Vineyards of Saratoga Homeowners Assoc.



Date