

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
OCTOBER 11, 2012**

**BOARD MEMBERS**

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

**OTHERS PRESENT**

|                  |                                     |
|------------------|-------------------------------------|
| John Pohlars     | Homeowner                           |
| Deborah Matheson | Homeowner                           |
| Chris Benton     | Homeowner                           |
| Nora White       | Homeowner                           |
| Luis Heredia     | Community Management Services, Inc. |

**ITEM I - Call to Order** – President Jim Foley called to order the Board of Directors meeting at 7:01 PM at the association’s clubhouse.

**ITEM II - Open Forum**

Homeowner John Pollard inquired about the pile of wood chips near his home. It was noted that the chips would be moved and used throughout the community.

Homeowner Deborah Matheson thanked the board for taking action on the amount of noise coming from the neighbors unit which had been become unbearable. Ms. Matheson gave the board a report on what have happened over the past 30 days. It seemed that the noise had not changed but then did decline at least for a short time before increasing over the past week or so. Ms. Matheson had noted that the tenants had been noticeably trying to be less noisy but due to the possible damage to the unit by one of the previous unit owners.

Homeowner Nora White addressed the board regarding the warning letter that she received from the association for a barking dog. Ms. White presented the board with a number of letters indicating that her dog had not been disturbing them and was not barking as indicated in the letter from the association.

**ITEM III – Approval of the Minutes**

- A. The board reviewed the minutes from September 13, 2012 board of directors executive session. Frank Hedges made a motion to approve the minutes as presented. Jim Foley seconded the motion and the motion carried.
- B. The board reviewed the minutes from September 13, 2012 board of directors meeting. Laurel Smith made a motion to approve the minutes as presented. Jim Foley seconded the motion and the motion carried.

#### **ITEM IV - Committee Reports**

- A. Financial Report – September 30, 2012

Gloria Felcyn had prepared a financial report to be reviewed by the board at the meeting. Gloria summarized the balance of the operating and reserves as of September 30<sup>th</sup> and the expenditures over the past 30 days. Gloria also informed the board of the two new CD's purchased by the association which had required additional board documentation and would appear in next month's financials. Gloria Felcyn approved the September financials.

- B. Aging Report – September 30, 2012

The Board reviewed the aging report for September 30, 2012 and discussed the three delinquent accounts. The board requested the meeting date for the small claims case number 11-10691. The board also discussed the court case being handled by the law offices of White & MacDonald LLP.

- C. Security

Frank Hedges informed the board that the new security hardware had been ordered and was being installed. The proximity cards would need to be ordered and it was recommended that every unit only receive one card.

- D. Landscape

Jim Foley informed the board that the trimming of the trees had not been included in the proposal approved by the board. Therefore it would be necessary to meet with one of the arborists to determine the scope of the trimming to approve the work. Frank Hedges made a motion to meet with Davey Tree determine the scope of work and move forward with the trimming. Ruut Van Den Hoed seconded the motion and the motion carried.

The board reviewed the landscaping proposal from TruGreen Landcare since the board had not solicited any bids or prepared a scope for preparing a bid the board took no action on this matter.

- E. Maintenance/Clubhouse

Jim Foley reported on the clubhouse project which included the completion of the stucco, the decks and balconies, and the new doors and windows. Remaining to be completed was the pool fence, and the painting of the exterior. Phase two would require a bid from the GB Group for the bathrooms, kitchen, and interior painting.

It was noted that the concrete grinding and repairs had been completed by M.P. Construction however a bid for adding 6 ramps to allow Jim Turk to access specific areas in the community was being presented for board approval. Laurel Smith made a motion to approve the installation of the 6 ramps. Ruut Van Den Hoed seconded the motion and the motion carried for a total reserves expenditure of \$7,200.00.

#### **ITEM V – Association Manager’s Report**

The Board reviewed the action items list which includes all of the projects that are being undertaken by the board. Jim Foley noted that he had received details on the association’s original documents that may lead them to the easement maps he has been seeking.

#### **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. The board of directors reviewed the architectural request from 19122 Vineyard Lane for the replacement of the sliding glass door in the kitchen with a window in order to add more counter space and cabinets. Ruut Van Den Hoed made a motion to approve the request as submitted and to have the installation of the window inspected by Construction Technology Builders. Frank Hedges seconded the motion and the motion carried.
- B. The board reviewed the letter from 19204 Vineyard Lane regarding the fine levied against the unit after properly noticing the owner and holding a hearing at the last meeting. It was concluded that the letter had not merit therefore no action was necessary.
- C. The board reviewed the architectural request from 19314 Vineyard Lane to replace the sliding glass door. Frank Hedges made a motion to approve the request and must have the installation inspected by Construction Technology Builders. Laurel Smith seconded the motion and the motion carried.

#### **ITEM VIII - Newsletter Articles**

- 1. Bar-B-Ques
- 2. Large Item Dumping
- 3. New Association Bank

#### **ITEM IX – Adjournment**

The Board Meeting adjourned at 8:40 PM. The next meeting is scheduled for November 8, 2012, beginning at 7:00 PM at the clubhouse

As approved by the Board of Directors,

*Samuel Smith, Sr.*  
Vineyards of Saratoga Homeowners Assoc.

11-10-12  
Date