

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

BOARD MEMBERS

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

OTHERS PRESENT

| | |
|-----------------|-------------------------------------|
| Nilda Retamoso | Homeowner |
| Chris Burns | Homeowner |
| Walter Kool | Homeowner |
| Nora White | Homeowner |
| Ana Scicinska | Homeowner |
| Jan Scicinska | Homeowner |
| Barbara Sturges | Homeowner |
| Luis Heredia | Community Management Services, Inc. |

ITEM I - Call to Order – President Jim Foley called to order the Board of Directors meeting at 7:00 PM at the association's clubhouse.

ITEM II - Open Forum

Barbara Sturges informed the board that during the heavy rains her back patio flooded and water came into her kitchen. It was noted that some time back Tim Dooling had dug around the patio and installed a dry sump and French drain, however due to a large Redwood tree outside the fence it has caused the patio deck to have a negative slope.

Frank Hedges made a motion to regard this issue and emergency and add the item to agenda under new business. Laurel Smith seconded the motion and the motion carried.

Owner of 19216 also indicated that they had experienced flooding in the past but would keep the board informed as to whether it would continue to occur.

Nilda Retamoso had written a letter informing the board of a situation that she felt had put her in danger and risked her health. Jim Foley read the letter on M. Retamoso's behalf which described a how M. Retamoso taking a walk and while reaching the back of the community ran into a person training a dog in the common area without a leash. The dog was black of medium size began to bark and ran and lunged at M. Retamoso frightening her and causing her blood pressure

to rise unnecessarily. M. Retamoso is asking the board of directors for help with this situation. The board requested management to write the owner of the dog to stop the training of the dog in the community and to always have the dog on a leash when in the common area. Since it was evident that the dog was not sufficiently socialized and was not in control to be off leash.

ITEM III – Approval of the Minutes

- A. The board reviewed the minutes from November 8, 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 of the special board held on November 28, 2012. Frank Hedges made a motion to approve the minutes as presented. Laurel Smith seconded the motion and the motion carried.

ITEM IV - Committee Reports

- A. Financial Report – November 30, 2012
The Board of Directors reviewed the current reconciliations and account statements of the Association's operating and expense accounts for the past two months, the operating and reserve revenues and expenses compared to the current year's budget, as well as the income and expense statement of the Association's operating and reserve accounts. Gloria Felcyn informed the board that after close examination of the financials she found them to be accurate and noted that the operating expenses were within budget and reserve expenditures were under the monthly budget.
- B. The board of directors reviewed the aging report for November 30, 2012.
- C. Gloria Felcyn provided the board with a preliminary budget for the board to review which she explained her version of the expenses. Frank Hedges requested that the budget draft be presented to Jill Grellman to put into the format used by Community Management.
- D. Security
Frank Hedges noted that the security system for the pool had been completely installed but was deactivated since the keyless fobs had not been distributed. Frank Hedges recommended that the First Alarm be employed to complete the programming of 175 fobs. The notices informing homeowners of when and where the keyless fobs would be mailed out by the end of the week. This would allow the owners to enter and enjoy the pool and spa while the remodeling of the clubhouse was completed. The clubhouse would still be closed until the remodel was completed later in the spring of 2013. Frank Hedges also noted that he still needs to order more parking stickers and possibly update the parking database.
- E. Landscape
Jim Foley reported that the trimming had been continuing and had also removed the dead Redwood tree at the front of the property. It was also noted that the Davey Tree had responded quickly to the two fallen trees during the first storm.

F. Maintenance/Clubhouse

Jim Foley reported that GB Group had begun the demolition of the restrooms and barring any difficulties the concrete floors it should move along smoothly. Jim Foley also requested a meeting with Laurel and Gloria to discuss and choose paint colors and interior surfaces.

ITEM V – Association Manager’s Report

- A. The Board reviewed the association manager’s action and found all items to be current or complete. The board also reviewed the association’s 2012 calendar and work order history for the past 30 days.

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 revisions to the association’s rules and regulations as presented by both Laurel Smith and Jim Foley. The board discussed changes that would remove information already available in the association’s governing documents. This would remove any redundancy and the opportunity of contradictions between the two documents as well as reducing the size of the document.
- B. The board of directors reviewed the amendments to the CC&Rs regarding rental and pet restrictions. It was noted that the association’s legal counsel was updating the amendments based on current civil code. A motion was made to table the amendments pending the legal updates. The motion was seconded and carried.
- C. The board discussed the dog that was being trained in the common area without a leash. It was decided that a letter would be sent to the owner regarding this issue informing them of the behavior of the dog and the tenant toward the other residents in the community.

ITEM VIII - Newsletter Articles

1. Keyless fobs
2. Pet responsibilities
3. Annual Meeting

ITEM IX – Adjournment

The Board Meeting adjourned at 8:47 PM. The next meeting is scheduled for January 10, 2013, beginning at 7:00 PM at the clubhouse.

As approved by the Board of Directors,

Laurel Smith
Vineyards of Saratoga Homeowners Assoc.

8-10-13
Date