

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
JANUARY 10, 2013**

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

Walter Kool	Homeowner
Chris Burns	Homeowner
Catriona Cooke	Homeowner
Carolyn Carter	Homeowner
Linda George	Homeowner
Luis Heredia	Community Management Services, Inc.

ITEM I - Call to Order – President Jim Foley called to order the Board of Directors meeting at 7:03 PM at the association’s clubhouse.

ITEM II - Open Forum

New owner of unit 19434 attended the meeting to meet the board and see how the meetings were being run.

ITEM III – Approval of the Minutes

- A. The board reviewed the minutes of the board meeting held on December 13, 2012. Jim Turke made a motion to approve the minutes as presented. Gloria Felcyn seconded the motion and the motion carried.
- B. The minutes from the special meeting held on December 31, 2012 were not ready. The board would review them at the March meeting.

ITEM IV - Committee Reports

- A. Financial Report – December 31, 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 December 31, 2012.
- C. The board reviewed the 2013 annual budget draft. There being no changes or corrections Frank Hedges made a motion to approve the 2013 annual budget as presented. Jim Turke seconded the motion and the motion carried. The 2013 annual budget reflected no change in the monthly assessment over the previous year.
- D. Security
Frank Hedges noted that the security system for the pool had been completely installed but had not been activated since there was still some major construction taking place inside the clubhouse. This could cause a liability issue to the association if residents were permitted to enter the clubhouse.

Maintenance/Clubhouse

- E. Jim Foley reported that GB Group had run into a few issues in the replacement of the plumbing in the restrooms. The current plumbing was soft copper lines which were beginning to deteriorate. The option available to the board was to abandon the current water line and install new copper in the walls.
- F. Landscape
Steve Gillen reported to the board that the trimming had been completed as well as all removals. Tim Dooling had removed the large pile of bark chips because they were not clean enough to use on the property.

ITEM V – Association Manager’s Report

- A. The Board reviewed the association manager’s action from the past 30 days. Jim Foley explained that on item 12 regarding the removal of the air conditioning unit there was a leaking irrigation valve underneath the air conditioning unit. So the unit had to be moved and replaced once the valve was repaired and moved. The board also discussed the repairs to the back deck at 19432. The repairs had been made and the flooding had been mitigated.
- B. 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 discussed the revisions to the association's rules and regulations as well as the amendments to the governing documents. A suggestion was made that since these issues would require a great deal of time. It would be better to have one of the board members most familiar with the documents to give the board a proposal for spending the time to make the necessary changes and would be paid on a project basis. Jim Foley recommended the Frank Hedges was the board member most familiar and if interested should present a proposal to the board on the amount of time he would need to complete the project and the compensation for his time.
- B. The board of directors reviewed the annual meeting of the membership materials. Frank Hedges reported that the nominating committee had a slate of five qualified nominees including three incumbents and two additional volunteers. Laurel Smith made a motion to place the 5 nominees on the ballot. Steve Gillen seconded the motion and the motion carried.

Frank Hedges made a motion to appoint Tony Fisher as inspector of election and to have all of the ballots delivered to Community Management Services, Inc. Gloria Felcyn seconded the motion and the motion carried.

- C. The board discussed the issue at 19305 Vineyard Lane. Frank Hedges made a motion to take up the issue as an emergency. Laurel Smith seconded the motion carried. Steve Gillen voted against.

Laurel Smith informed the board that she had visited Debra Matheson in the early morning hours and found that she could hear the residents in 19305 walking and talking. Frank Hedges made a motion to send a notice to the owner of 19305 Vineyard Lane to attend a disciplinary hearing at the March board meeting. Gloria Felcyn seconded the motion and the motion carried. Steve Gillen voted against.

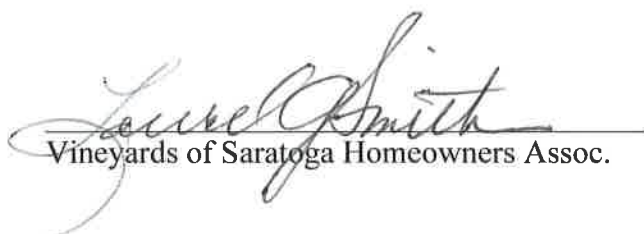
ITEM VIII - Newsletter Articles

1. Keyless fobs
2. Large Item Pick Up
3. Annual Meeting

ITEM IX – Adjournment

The Board Meeting adjourned at 8:25 PM. The annual meeting of membership is scheduled for February 14, 2013, beginning at 7:00 PM at the clubhouse.

As approved by the Board of Directors,


Vineyards of Saratoga Homeowners Assoc.

3/14/13
Date