

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 14, 2013**

BOARD MEMBERS

Jim Foley	President
Frank Hedges	Vice-President
Laurel Smith	Secretary
Gloria Felcyn	Treasurer
Anna Scicinska	Director
Steve Gillen	Director
Vacant	Director

OTHERS PRESENT

18 Homeowners

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

Jan Scicinska informed of the board that the back of garages at 19546 and 19547 had flooded.

David George commented on the parking issue at the front of the community. It was noted that some carpools had been taking up some of the open spaces.

Carolyn Carter informed the board of an insurance broker that would be willing to attend a board meeting or special meeting to offer owners homeowners insurance.

Gary Leopold commented on the pumps at the pool.

David Cooke inquired on the status of his termite report. Indicating that the governing documents did stipulate that the association was responsible for performing some repairs.

ITEM III – Approval of the Minutes

- A. The board reviewed the minutes of the board meeting held on January 10, 2013. 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 – February 28, 2013

- 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 summarized the financials from February by informing the board that the estimated operating income was \$71, 775.00 with an actual income of \$72,413.59. The estimated expenses for February were \$71775.00. The actual monthly expenses were \$66,455.30, with the allowance for the reserves contribution of \$26,000.00 the association had a balance of \$5,958.29 of income over expenses.
- The board of directors reviewed the aging report for February 28, 2013. The board commented on the uncollected accounts and requested that the collection company be contacted to be more aggressive in its attempts to collect.

B Security

Frank Hedges noted that there was no report from the security committee.

C Maintenance

Laurel Smith informed the board that she had completed the cleaning of several of the mailbox kiosks at minimal cost. Therefore Laurel Smith made a motion not to approve the proposal from Bright Outlook of \$345.00. Gloria Felcyn seconded the motion and the motion carried.

D. Clubhouse

Jim Foley reported on clubhouse project and informed the board and others present that the plumbing for the restrooms had been completed. The restrooms had been painted and the choice for tile had been approved. The clubhouse committee comprised of Laurel Smith and Gloria Felcyn was working on the remaining interior finishes. Mr. Jim Turke was working on the electrical in the clubhouse which has turned out to be a bit more difficult than expected. The lights for the exterior also need to be ordered.

E. Landscape

Jim Foley reported that he was currently working with Tim Dooling of Dooling Landscaping on the irrigation system and other landscaping needs throughout the community.

ITEM V – Association Manager's Report

- A. The Board reviewed the association manager's action from the past 30 days. On item 2 regarding the fence at 19222 it was noted that the work to the fence was not acceptable and would need to be addressed. This may be repaired in conjunction with upcoming painting project. It was also noted that there had been a number of reports regarding termites; however it was the association's policy that unless the damage was causing a structural issue the association would not be performing any repairs. Jim Foley would inspect the units and report back to the board.

- B. The board also reviewed the association's 2012 calendar and work order history for the past 30 days. Frank Hedges would work with the association manager to order and establish the locations of the dumpsters for the spring clean-up. It was also noted that due to the change of insurance brokers all policies would renew in December.

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. It was noted that a newsletter article could be written regarding parking in the red zones.

Frank Hedges directed a discussion the parking of a VW Euro van that had been purchased by one of the owners. The owner was given the opportunity to explain the reason for the purchase and how it would not impact the community based on the appearance of the vehicle. Frank Hedges disagreed and indicated that in his opinion it was a recreational vehicle which was prohibited by the association's governing documents. The board would inspect the vehicle to see if the appearance was that of a recreational vehicle.

ITEM VII – Other Business

- A. Jim Foley indicated that he would inspect units regarding the termite reports included in the board packet.
- B. The board of directors reviewed the proposal from Commercial Gutter for repairs to the gutter system throughout the community. The board elected to table the proposal and address these repairs in conjunction with the fences, and other exterior repairs.
- C. Frank Hedges noted to the board and others present that the board would not respond to any anonymous communications.
- D. The board the issue of Steve Gillen's standing as a board member. Jim Foley informed the board and others present of the circumstances leading to this situation. Frank Hedges made a motion; Whereas, after a thorough investigation, the board finds and declares that Stephen Gillen is not, and never has been, an owner of real property in the Vineyards of Saratoga and thereby is not a Member of this Association, and Whereas, the board further finds and declares that Stephen Gillen is not, and never has been a legitimate Director of this Association, Now therefore be it Resolved that the Board position previously claimed by Stephen Gillen is hereby declared vacant and may be filled in accordance with this Association's Bylaws. Laurel Smith seconded the motion and the motion carried.
- E. The Board discussed the rewrite of the CC&Rs as well as the rules and regulations of the Association. Jim Foley made a motion to table this issue. The motion was seconded and carried.

- F. The board heard from Carole Lunny of unit 19422 regarding the noise from the unit upstairs. Ms. Lunny informed the board that she felt the noise was beyond normal and caused her unit to vibrate. She also felt that what she called playing and romping causes the building to sway. This has been going on for approximately two and a half years. The board requested a warning letter be sent to the owner of the upstairs unit.

ITEM VIII - Newsletter Articles

1. Newsletter Committee
2. Red Zone Parking
3. Run Off Election
4. Clubhouse Update
5. Parking Stickers

ITEM IX – Adjournment

The Board Meeting adjourned at 8:49 PM. The next board meeting is scheduled for Thursday, April 11, 2013, beginning at 7:00 PM at the clubhouse.

ITEM X – Executive Session

The board adjourned into executive session to discuss member discipline.

As approved by the Board of Directors,


Vineyards of Saratoga Homeowners Assoc.

4/15/13
Date