

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
AUGUST 8, 2013**

BOARD MEMBERS

Jim Foley	President
Frank Hedges	Vice-President
Laurel Smith	Secretary
Gloria Felcyn	Treasurer
Anna Scicinska	Director
Dave Katleman	Director (absent)
Jim Turke	Director

OTHERS PRESENT

5 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

Katherine Weiss – Ms. Weiss inquired as to her request to install windows, sliding glass door, and front door.

Nora White – Ms. White inquired as to the progress of the clubhouse renovation.

Ali Mahdavi – Mr. Mahdavi inquired as to why the board was not acquiring multi bids for each of the projects.

Michael Tobak – Mr. Tobak informed the board of the new floors at his unit. Mr. Tobak informed the Board that he would like to have the Board take a look at the issue.

Jim Foley indicated the Open Forum was closed and would not be entertaining additional questions unless or until a motion was made and seconded by the Board of Directors, and the Board had the opportunity to have a round of discussion. If there was a comment or question from the membership they would need to wait and be recognized by the Board President.

ITEM II – Review and Approval of the Minutes

- A. The Board reviewed the minutes of the board meeting held on July 11, 2013. Anna Scicinska noted that in the open forum Jan Scicinska should have been spelled Dr. Jan Scicinski. There being no other changes or correction Laurel Smith made a motion to approve the minutes as amended. Gloria Felcyn seconded the motion and the motion carried.

ITEM IV - Committee Reports

A. Financial Report – July 31, 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 reported on the financials from July 31st. Gloria gave the totals for the current expenses for the Clubhouse project to date of \$533,866.96. Gloria also indicated the total investments at this time were \$2,307,768.49. Gloria also informed the Board and others present of the budgeted income vs. the actual expenses. For the month of July the association's total revenue was on budget and operating expenses were under budget so association had a net profit. Accounting for the transfer of the reserves contribution the association had income over expenses of \$2,462.37.

Gloria Felcyn noted a significant increase in the cost of water for the common area.

- The Board of Directors reviewed the aging report for July 31, 2013.

B. Security

- Frank requested that the Board wait on activating the monitoring portion of the security system until after the carpeting of the clubhouse was completed. Otherwise calls would be received during this process. Monitoring would be taking place after this and would allow for the Board to know who was in the clubhouse.
- Laurel inquired as to the server that had been used for monitoring the cameras and was emitting a loud noise. Jim Foley would be having the server repaired or replaced once the clubhouse project was completed.

C Maintenance

- Jim Turke indicated that there had been a number of lighting issues sent in to CMs and they were issued
- Laurel Smith inquired as to the cleaning of the globe lights and the tops of the mailboxes.
- Anna Scicinska inquired as to the replacement of the second grill. Jim Foley noted the work had been authorized but not completed.

D. Clubhouse

- Jim Foley reported on clubhouse project and informed the Board and others present of the final permit for the clubhouse building by the City of Saratoga.
- Laurel Smith informed the Board of researching carpet, furniture, and fabrics. Laurel noted that after almost making a decision on the carpet the material had

been discontinued. Laurel Smith noted they are very close to choosing a style on the carpet. Four companies have been to the clubhouse for measurements.

- Jim Foley noted that file cabinets need to be inspected to see what documents need to be kept and others that need to be disposed of.

E. Landscape

- Laurel Smith reported on the landscaping which had been moving forward on a list of issues. Chris Burns the chairperson of the Landscape Committee keeps in regular communication with the other committee members and Dooling Landscaping as to the progress of each issue.
- Laurel Smith noted on the removal of some trees and the installation of plants. Also addressing areas that are dry. Also addressing the Ivy which is dry in some areas and will be removed in other areas.
- Laurel Smith noted the small ponds are a concern because they are unsightly. Jim Foley noted that some years the ponds had been painted a white color that turns blue. A proposal had been acquired for sand blasting the surface which was extremely expensive.
- Chris Burns reported on the refurbishment of the Koi Pond. There are some new chemicals being used and the aeration process that will remove the algae and slug at the bottom of the ponds and taking about six months.

F. Newsletter

- Anna Scicinska informed the issues to be covered in the upcoming newsletter. Clubhouse Progress had a final permit from City of Saratoga. Also the amount of Crows at the property. Continuing of dumping in dumpster enclosures.

ITEM V – Association Manager’s Report

- A. The Board reviewed the action item list from the past 30 days. The board also reviewed the work order history for the past 30 days and the 2013 Calendar.

ITEM VI – Correspondence

- A. The Board of Directors reviewed the incoming correspondence from the past 30 days.

ITEM VII – Other Business

- A. The Board of Directors reviewed the architecture request from 19237 Vineyard Lane for the installation of the windows, slider, and front door. Frank Hedges made a motion to deny the request of the front door as presented. Laurel Smith seconded the motion and the motion carried. The windows and slider were approved as presented.

- B. The Board of Directors discussed the issue of the owner at unit 19234 Vineyard Lane regarding the issue of the skylights. Frank Hedges will be issuing a draft of the letter to be sent to the owner.

- C. The Board of Directors discussed the issue of the owner at 19524 Vineyard Lane, David Cooke Frank Hedges made a motion to approve Jim Foley to work with the homeowners on the repairs to the hole left behind by the replacement of the current air conditioning unit, and to exhaust the bathroom fans. Gloria Felcyn seconded the motion and the motion seconded.

ITEM VIII – Adjournment

The Board Meeting adjourned at 8:55 PM. The next Board of Directors meeting was scheduled for September 12, 2013 at 7:00 pm at the Association's Clubhouse.



Vineyards of Saratoga Homeowners Assoc.

9-12-13

Date