

Catriona Cooke – Ms. Cooke discussed their request to install a bathroom fan to their upstairs restroom. This would require venting through the wall. The board agreed to have Teri Osuga prepare a detail for this penetration of the wall, which would be at the cost of the Association.

Jim Foley indicated the Open Forum was closed at 7:44 pm 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 questions from those present, they would need to be recognized by the Board of Directors.

ITEM II – Review and Approval of the Minutes

- A. The Board reviewed the minutes of the board meeting held on August 8, 2013. Laurel Smith noted that in the last sentence in the ‘Open Forum’ needed to be completed. Laurel Smith also noted the word ‘cost’ needed to be added to Item IV (A) before the word ‘water’. There being no other changes or correction Laurel Smith made a motion to approve the minutes as amended. Frank Hedges 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 August 31st. Gloria gave the totals for the current reserves investments which totaled \$2,308,495.64. Gloria also informed the Board and others present of the budgeted income vs. the actual expenses. For the month of August the association’s total revenue was on budget and operating expenses were under budget so the association had a net profit. Accounting for the transfer of the reserves contribution the association had an income over expenses of \$11,386.24.
- The Board of Directors reviewed the aging report for July 31, 2013. The Board requested letters should be sent to the owners with small balances such as a late fee or an interest charge. The Board also elected to write off the balance for the prior owner of parcel 389-07-038.
- The Board reviewed the cost Analysis and authorization for Superior Court for two of the accounts in collections. Gloria Felcyn made a motion to approve Allied Trustee Services to move forward with Superior Court on parcels 389-09-047 and 389-070-041. Laurel Smith Seconded the motion and the motion carried.

B. Security

- Frank Hedges indicated he did have the new parking stickers but was determining how best to request the owner information. Registration forms would be required from all residents in order to receive the parking stickers. The stickers would be placed on the inside of the back window on the driver’s side of the vehicle.

C Maintenance

- Jim Foley informed the Board and others present that Association Construction Services was on site making repairs to many of the buildings. Decisions had to be made on issues regarding the fascia and the rafter tails due to dry rot. Color choices were also necessary for both the gutters and the downspouts.

D. Clubhouse

- Laurel Smith presented a detailed analysis of the proposals for the proposals for carpeting the clubhouse. After reviewing the estimates from the four vendors Dave Katleman made a motion to approve the proposal from Abby Carpet. Frank Hedges seconded the motion and the motion carried for a reserves expenditure of \$25,423.00.
- Frank Hedges made a motion to authorize the Clubhouse Committee to purchase the appropriate amount of additional carpet necessary. Dave Katleman seconded the motion and the motion carried.

E. Landscape

- Chris Burns addressed the Board of Directors and others present on the status of the landscaping projects throughout the community. A number of projects had been completed during the past month which included:
 - The removal of the old Junipers had been completed and replaced with new draught tolerant plants.
 - A rock retainer wall had been installed.
- Chris Burns noted that in the upcoming month a number of other issues would be addressed including
 - Cleaning the landscaping around the ponds.
 - Speaking with Davey Tree regarding fall tree trimming.
 - Tree removals and planting.

F. Newsletter

- Anna Scicinska informed the issues to be covered in the upcoming newsletter including but not limited to, Clubhouse carpeting; furniture to follow, Clean up after pets, Landscaping and Tree trimming, Dumpsters in November 1st through the 11th, Recycle and break down boxes.

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. The renewal of the FHA would be added to the calendar to ensure the approval does not expire.

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 discussed the installation of "Clean Up After Your Pet" signs. After a brief discussion the Board authorized Anna Scicinska to create and install 5 signs along the back perimeter.

- B. The Board of Directors discussed the issue of the owner of the unit who did not breakdown the box Frank Hedges will be issuing a hearing letter to be sent to the owner.

ITEM VIII – Adjournment

The Board Meeting adjourned at 9:11 PM. The next Board of Directors meeting was scheduled for October 10, 2013 at 7:00 pm at the Association's Clubhouse.



Vineyards of Saratoga Homeowners Assoc.



Date