

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

**BOARD MEMBERS**

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

**OTHERS PRESENT**

8 Homeowners  
Luis Heredia Community Management Services, Inc.

**ITEM I - Call to Order** –President Jim Foley called to order the Board of Directors meeting at 7:02 PM at the association’s clubhouse.

**ITEM II - Open Forum**

Fluer Kettman – Ms. Kettman had questions regarding the upcoming power washing and was concerned about the power washing around the windows and sliding glass doors.

Margaret Matheson – Ms. Matheson informed the Board of an issue with the flashing between the flashing and the building.

Jeffrey Klopotic – Mr. Klopotic requested a variance for the dryer vent that he was installing under the eve of the roof line.

Katherine Weiss – Ms. Weiss inquired as to the paint colors for the community.

Linda George - Ms. George requested that the Board post meeting notices in a more conspicuous location in order to allow for more member participation. Ms. George also inquired as to the availability for renting the clubhouse. Lastly Ms. George inquired as to the front door painting during the upcoming painting project.

Jan Scicinski – Mr. Scicinski also requested more notice of special meetings being held by the board.

**ITEM III – Review and Approval of the Minutes**

- A. The Board reviewed the minutes of the board meeting held on October 10, 2013. Gloria Felcyn noted the extra words at the end of the sentence regarding the aging report. Jim Turke noted his name misspelled in the open forum. There being no other changes or

correction Dave Katleman 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 – October 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 October 31<sup>st</sup>. Gloria gave the totals for the current reserves investments which totaled \$2,322,129.32. Gloria also informed the Board and others present of the budgeted income vs. the actual expenses. For the month of October the association's total revenue was on budget and operating expenses were under budget for an income over expenses of \$5,221.77.
- The Board of Directors reviewed the aging report for October 31, 2013. The Board questions one account with odd amount being owed and requested these be researched.

##### **B. Security**

- Frank Hedges reported the security firm had fully activated the clubhouse security system which would only make the clubhouse available during pool hours. The Board requested a change to this policy to allow residents to use the work out room on off hours.

##### **C Maintenance**

- Jim Foley informed the Board that the repairs to the community were winding down and should be completed in a couple of weeks. Jim also requested a walkthrough with M.P. Construction for repaired to the concrete and walkways.

##### **D. Clubhouse**

- Laurel Smith presented the Board with the cost of the pieces of furniture for the clubhouse. Laurel also presented the Board with the materials chosen for the furniture. After a brief discussion over the style of the furniture David Katleman made a motion to postpone the purchase of the current style and to allow 30 days for a proposal for a different style for the furniture. Anna seconded the motion and the motion carried.

##### **E. Landscape**

- Laurel Smith reported on the progress of the Landscape Committee which included a number of tree installs and other plantings. Laurel Smith also indicated that the plantings at the entrance to the community would be getting replanted.

##### **F. Newsletter**

- Anna Scicinska informed the issues to be covered in the upcoming newsletter including but not limited to, Clubhouse Rentals, Painting Project, Pet Clean Up, Landscaping changes, and nominees to the Board. Jim Foley requested the wood

burning article from Anthony Fisher be included.

**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**

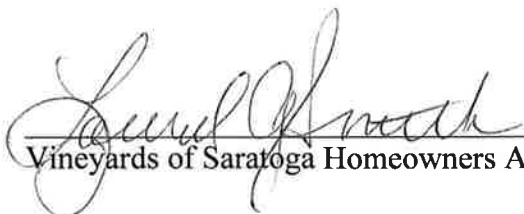
- A. The Board of Directors reviewed the proposals for the Gutter cleaning of the community. Gloria Felcyn made a motion to approve the proposal from Commercial Gutter as presented. David Katleman seconded the motion and the motion carried for a total operating cost of \$6,160.00 for two cleanings.
- B. The Board reviewed the proposal from M.P. Construction for the repairs to the patio at 19231 Vineyard Lane. David Katleman seconded the motion and the motion carried for a total reserves expenditure of \$1,179.00.
- C. The Board reviewed the proposal from ACS Construction for the tear down and replacement of the trellis and pump room at the large pool area. A motion was made to table the proposal and to meet with Ed Bancroft of ACS to discuss options for the trellis and pump room. The motion was seconded and carried.

**ITEM VIII – Adjournment**

The Board Meeting adjourned at 8:33 PM. The next Board of Directors meeting was scheduled for December 12, 2013 at 7:00 pm at the Association’s Clubhouse.

**ITEM IX – Executive Session**

The Board of Directors adjourned into executive session at 8:35 PM to address member disciplinary matters.

  
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Vineyards of Saratoga Homeowners Assoc.

  
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Date