

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
DECEMBER 12, 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

10 Homeowners

Luis Heredia

Community Management Services, Inc.

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

ITEM II - Open Forum

Jim Foley – Mr. Foley informed the Board and others present on the amount of illegal dumping in the garbage enclosures in the past couple of months and was concerned with the additional cost to the association to properly dispose of these items. Mr. Foley suggested the community consider assigning an owner representative from the each of the areas surrounding the dumpsters that would be responsible for keeping each area clean and inform the surrounding owners of any issues.

Nora White – Ms. White had informed the Board of Directors she was intending on announcing her candidacy for the Board of Directors.

Caroline Carter – Ms. Carter informed the Board of the amount of Olives that had been falling from the tree near her home. Ms. Carter was more concerned with the fact that the landscapers had been by and had not swept up the Olives. Ms. Carter also informed the Board that the painters were driving too fast through the community.

Michael I Tobak – Mr. Tobak requested an update on possible termite work to be performed in the garage area.

Linda George – Ms. George informed the board of evidence of termites.

Ali Mahdavi – Mr. Mahdavi commented on the dumping of debris in the dumpster area and how this had been an issue for over 20 years. Mr. Mahdavi felt this may be an issue that could not be resolved. Me. Mahdavi also commented on the issue of homeowner involvement during the Board meetings.

Linda Menon – Ms. Menon commented on the issue of the illegal dumping and wondered if this was an issue from outside of the community. Ms. Menon also informed the Board on her vehicle being parked in an outside parking space while she was on vacation. Lastly Ms. Menon thanked the Landscape Committee for the work in the community.

Dr. Jan Scicinski – Dr. Scicinski commented on the high water bills that many owners had received over the past couple of months. Dr. Scicinski also commented on the irregular mail service the community was receiving from the current mail carrier. Dr. Scicinski also suggested on ways to involve renters in order to possibly keep them better informed.

David Cooke – Mr. Cooke thought that the work being currently performed in the community was a good investment. Mr. Cooke also inquired as to the stucco work to be performed to his unit.

Jim Foley – Mr. Foley informed the members that due to the extremely cold weather ice was forming on the walkways and residents should be careful when walking in the early morning hours.

ITEM III – Review and Approval of the Minutes

- A. The Board reviewed the minutes of the board meeting held on November 12 2013. Dave Katleman indicated the minutes did not mention new design for clubhouse furniture. There being no other changes or correction Dave Katleman made a motion to approve the minutes as amended. Anna Scicinska seconded the motion and the motion carried.

ITEM IV - Committee Reports

- A. Appointment of Nominating Committee for Board Elections in February.
- In accordance with the By Laws of the Association Jim Foley announce the members of the Nominating Committee which would include Jim Foley, Robert Catalano, and Peggy Anastasia. Frank Hedges noted that the nominations should be in accordance with 7.03 of the Association's Bylaws.
- B. Financial Report – November 30, 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 November 30th . Gloria gave the totals for the current reserves investments which totaled \$2,290,850.30. Gloria also noted that the funds in the reserves liquid account was over the FIDC limit but was due to the amount needed for the current repairs and painting of the community. Gloria also informed the Board and others present of the budgeted income vs. the actual expenses. For the month of November the association's total revenue was on budget and operating expenses were under budget for an income over expenses of \$2,261.24.
 - The Board of Directors reviewed the aging report for November 30, 2013.

- Gloria Felcyn presented the draft of the Association Annual Budget Report. Gloria indicated the budget was prepared by comparing the costs from the past three budget years and the averages over the past 12 months and reflected no increase in the monthly assessments over the previous year. With no further discussion Gloria Felcyn made a motion to approve the Annual Budget as presented. Anna Scicinska seconded the motion and the motion carried.
- Gloria Felcyn presented the Insurance Renewal from Pacific Diversified Insurance. Gloria Felcyn noted the insurance broker Katie Cameron was able to reduce the cost over the previous year. Gloria Felcyn made a motion to approve the insurance renewal as presented. Frank Hedges seconded the motion and the motion carried for a total operating expense of \$93,540.00.

C. Security

- There was no security report presented to the Board of Directors.

D Maintenance

- Jim Foley informed the Board that the repairs to the community were just about completed. Mr. Foley noted that the only large project left was the replacement of the large pool pump room and the replacement of the trellis. Association Construction Services was waiting for a quote from their roofer on the cost of a new roof due to the amount of water damage. The new proposal would be circulated once received.
- Jim Foley presented the Board of Directors the paint samples for the front doors. Laurel Smith made a motion to approve the four original colors and the new trim color as the alternate. Frank Hedges seconded the motion and the motion carried.

E. Clubhouse

- Jim Foley began by giving a history of the clubhouse project ending with the forming of the committee to research and prepare a proposal for the purchase of furniture for the clubhouse. Jim informed those present that at the October Board 30 additional days were given to Anna Scicinska and Dave Katleman to prepare an alternative proposal.
- Anna Scicinska and Dave Katleman presented to the Board and others present a proposal for alternative furniture styles they felt would suit the clubhouse and be more warm and inviting without compromising on durability. Due to the minimal light in the clubhouse a motion was made to table this portion of the meeting until Saturday, December 14th at noon in order to properly make a decision on the style of furniture and fabrics. The motion was seconded and carried.

F. Landscape

- Chris Burns reported to the Board of Directors that the Arborist Gil Mitchell from Davey Tree had been out to inspect all of the trees in the Association and had submitted a report on what trimming each tree would require. Chris Burns

requested the report and site map be sent out to other vendors for competitive bids.

G. Newsletter

- Anna Scicinska informed the issues to be covered in the upcoming newsletter including but not limited to, Painting Project, Pet Clean Up, Landscaping changes, and nominees to the Board. Jim Foley would provide the updated wood burning article from Dr. Anthony Fisher.

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

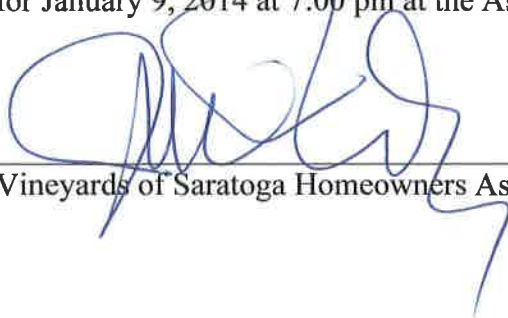
- A. The Board of Directors reviewed the correspondence from the past 30 days.

ITEM VII – Other Business

- A. The Board of Directors reviewed the proposal from Barrera and Company for the Association’s Reserve Study. A motion was made to table the proposal pending additional proposals. The motion was seconded and carried.

ITEM VIII – Adjournment

The Board Meeting adjourned at 9:48 PM. The next Board of Directors meeting was scheduled for January 9, 2014 at 7:00 pm at the Association’s Clubhouse.



Vineyards of Saratoga Homeowners Assoc.

9 JAN 14

Date