

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 10, 2014**

BOARD MEMBERS

Jim Foley	President
Michael Toback	Vice President
Laurel Smith	Secretary
Gloria Felcyn	Treasurer
Anna Scicinska	Director
Dave Katleman	Director
Paula Camporaso	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 7:01 PM at the association’s clubhouse.

ITEM II - Open Forum

Nora White – Ms. White discussed the exercise equipment she was donating to the association. Dave Katleman would make arrangements to pick up the equipment and deliver it to the Clubhouse.

Nilda Retamoso – Ms. Retamoso informed the Board of her intention to rent the clubhouse and wanted to know if the kitchen would be cleaned, specifically the dishwasher which was full of dirty dishes. Ms. Retamoso also wanted to know if she could set up part of the party downstairs and part upstairs. The Board informed Ms. Retamoso that only the upstairs and the upstairs deck was available to owner and guests when renting the clubhouse.

Dr. Jan Scicinski – Dr. Scicinski inquired as to the parking stickers and again volunteered to assist on the security committee if needed. Dr. Scicinski also inquired as to the rebuilding of the trellis at the large pool.

The Board and all attendees took a walk to the large pool area to discuss the completion of the trellis. Jim Foley informed those present that in order to bring the project to a close a final layer would need to be added to the trellis in the form of 2 x 4’s installed flat or on end at a distance of 12” center to center or 24” center to center. This would allow for the trellis to be completed and painted. After some discussion over the esthetics of both designs a motion was made to install 2x4’s fat and 12” center to center. The motion was seconded and carried.

ITEM III – Review and Approval of the Minutes

- A. The Board reviewed the minutes of the Board of Directors meeting held on March 13, 2014. Dave Katleman noted that under the Committee reports the Board has approved “Jim Turke” as head of the Maintenance Committee not “Frank Hedges” as stated in the

minutes. The item was noted and corrected. Laurel Smith made a motion to approve the minutes as amended. Michael Toback seconded the motion and the motion carried.

ITEM IV - Committee Reports

A. Financial Report – March 31, 2014

- 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 March 31, 2014. Gloria gave the totals for the current reserves investments which totaled \$1,977,256.53. Gloria Felcyn reported the income for March was \$73,237.18 and total expenditures were \$72,940.74. Therefore after allowing for the monthly reserves contribution the association realized an income over expenses of \$3296.44
- The Board of Directors reviewed the aging report for March 31, 2014.
- The Board reviewed the Operating Fund Balance Transfer and there being some confusion at to what the IRS resolution actually approves the Board to do at the end of the fiscal year. Gloria Felcyn would contact the Accountant at CMS Jill Grellman to discuss the issue.

B. Security

- Frank Hedges reported of a vehicle which had been left in the parking area unattended for extended period of time. The owner was reminded of the parking rules and the vehicle was moved.

C. Maintenance

- Jim Turke had no maintenance issues to report.

D. Landscape

- Chris Burns reported on the landscaping throughout the community. Ms. Burns informed the Board and those present the tree trimming had been completed except for a couple of trees which could not be removed due to vehicles blocking the area. The vehicles had been moved and the tree removals would resume.

Ms. Burns also noted that the landscapers had been spending much of their time removing the Ivy under the Redwoods which would allow the irrigation to reach the tree roots.

- Chris Burns also reported on the condition of the ponds. Ms. Burns noted that over the past 12 months the ponds had been treated to break up the sediment. Ms. Burns commented that the sediment had been broken up and raised to the surface and edges of the ponds. It was now necessary to vacuum the sediment out of the ponds. Laurel Smith made a motion to approve the vacuuming the ponds in an amount not to exceed \$1,000.00. Paula Camporaso seconded the motion and the motion carried.

E. Newsletter

- Anna Scicinska informed the issues to be covered in the upcoming newsletter including but not limited to, the opening party of April 26th, the arrival of the dumpsters on May 16th through May 27th, Coyotes nearby keep pets indoors, Pool Rules.

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 2014 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 amendment to the Management Contract for a monthly cost of \$3,172.00. Gloria Felcyn made a motion to approve the amendment to the Management Contract as presented. Laurel Smith seconded the motion and the motion carried.
- B. The Board reviewed the architectural request from 19201 Vineyard Lane for the installation of a trellis over the back deck. Laurel Smith made a motion to approve the architectural request as presented. Paula Camporaso seconded the motion and the motion carried.

ITEM VIII – Adjournment

The Board Meeting adjourned at 9:00 PM. The next Board of Directors meeting was scheduled for May 8, 2014 at 7:00 pm at the Association’s Clubhouse.



Vineyards of Saratoga Homeowners Assoc.

5/8/14

Date