

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 9, 2015**

BOARD MEMBERS

Jim Foley	President
Michael Toback	Vice President
Laurel Smith	Secretary
Gloria Felcyn	Treasurer
Anna Scicinska	Director
Dave Katleman	Director (absent)
Paula Camporaso	Director

OTHERS PRESENT

9 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

- Owner of 19306 advised the board on the use of the unit above hers and the noise coming from the home due to the ongoing issue with the changes to the unit by previous owner.
- The owner of 19220 inquired as to the termite report for their unit.
- 19118 inquired as to the decision for treating the termites at her unit.
- Owner of 19546 indicated there was a bee hive in the Redwood Tree behind her home. The owner also commented on the downspout that had not been repaired.
- Owner of 19550 indicated the downspout on the side of her unit was still filling with water. The downspout had not been extended.
- Owner of 19438 was disappointed that he had not received the draft minutes for all previous meetings as he had requested.

ITEM III – Review and Approval of the Minutes

- A. The Board reviewed the minutes from February 12, 2015 board of directors meeting. Mike Toback made a motion to approve the minutes as presented. Anna Scicinska seconded the motion and the motion carried.
- B. The Board reviewed the minutes from March 12, 2015 board of directors meeting. Mike Toback requested that for unit 19631 it note the board held a meet and confer with the owner. Laurel Smith requested a change to Item VII A and recommended the minutes indicate the owner of 19231 was replacing existing windows. There being no further changes or corrections Mike Toback made a motion to approve the minutes as amended. Anna Scicinska seconded the motion and the motion carried.

- C. The Board reviewed the executive session minutes from March 12, 2015. Mike Toback made a motion to approve the minutes as presented. Anna Scicinska seconded the motion and the motion carried.
- D. The Board reviewed the minutes of the board of directors special meetings held on March 19th, March 26th, and April 2, 2015. Anna Scicinska noted her name was misspelled in each of the minutes. There being no further changes or corrections Mike Toback made a motion to approve the minutes as amended. Anna Scicinska seconded the motion and the motion carried.

ITEM IV - Committee Reports

A. Financial Report – March 31, 2015

- 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 to the Board that as of March 31, 2015 the current operating account was at \$70,711.99 and reserves totaled \$2,115,193.14. Therefore after allowing for the monthly reserves contribution the association had a deficit of \$847.78. Gloria also reported the end of year deficit of approximately \$12,000.00. The accounts contributing to the deficit with totals over budget were as follows: Legal \$6,000.00, Printing \$3,200.00, Water \$16,182.00, Electricity \$5,000.00, Landscaping, Pool, and Ponds \$9,000.00. Finally roof repairs \$5,000.00.
- The Board of Directors reviewed the aging report for March 31, 2015.
- The Board reviewed the Operating Fund Balance Transfer. Mike Toback made a motion to leave the operating account as is. Paula Camporaso seconded the motion and the motion carried.
- The Board reviewed the authorization to record a notice for parcel 389-07-031. A motion was made to approve the notice of default. The motion was seconded and carried. Since this property was for sale Jim Foley wanted to confirm the lien had been placed on the property and the demand included all of the delinquent assessments.

B. Security

- It was reported that there had been a vehicle with expired registration parked in the open spaces. An owner had a new three wheel motorcycle but was keeping it in the garage. It was also noted that there had been kids darting out from the walkways into Vineyard Lane on Skate boards and scooters. The children were darting out onto Vineyard Lane from the walkways making it a safety issue for drivers.

C. Maintenance

- Jim Turke noted several of the lights at the entrance were out.

D. Clubhouse

- The Clubhouse Kitchen Committee reported the kitchen cabinets would take few more weeks to arrive so the kitchen project was being pushed back a couple of weeks. Laurel Smith expressed a concern with bringing in the appliances and cabinetry since the clubhouse would be available to entry by the residents. The Association Manager will contact First Alarm to provide a solution to view the feeds from the clubhouse cameras.
- In the absence of Dave Katleman the internet and TV proposals from Comcast were tabled until the May meeting.

E. Landscape

- Chris Burns reported to the board that the Redwood Trees were very stressed and in dire need of water. The Landscape Committee had interviewed Commercial Tree for the deep root watering but unfortunately they didn't have the trucks large enough for the size of the property. Therefore Davey Tree would continue to perform the deep root watering.
- Laurel commented on the deteriorating condition of the small decorative ponds. In the last week the pond maintenance person had fallen when he stepped on a loose coping stone. Laurel had done a tremendous amount of research and had interviewed a number of vendors for ideas and costs to revamp the small water features. The cost ranged widely as did the materials that could be used, therefore it was extremely difficult to determine a good plan of action. Additionally with the draught and concerns regarding water use it added an additional layer to the project.

F. Governing Documents

Jim Foley reported on the progress made by the board on reviewing the governing documents. The changes made thus far were being forwarded to the attorney Jeffrey Barnett for his review and comments.

G. Newsletter

Anna Scicinska would be including articles regarding monthly assessment increase, Parking permits mailed out on the week of April 15th, Kitchen Remodel, clubhouse closed for the remodel, dumpster clean up, and the use of skateboards in the community.

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 2015 Calendar.

ITEM VI – Correspondence

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

ITEM VII – Other Business

- A. The Board reviewed the Annual Financial Review as prepared by Allen & Cook, Inc. Laurel Smith made a motion to approve the financial review as presented. Gloria Felcyn seconded the motion and the motion carried.
- B. The Board reviewed the second amendment for the management contract. Gloria Felcyn made a motion to approve the amendment to the management contract as presented which confirmed the

monthly management charge which coincided with the annual budget. Laurel Smith seconded the motion and the motion carried.

- C. The Board reviewed the proposal from M.P. Construction for the concrete repairs throughout the community. Mike Toback made a motion to approve the proposal as presented. Laurel Smith seconded the motion and the motion carried.

ITEM VIII – Adjournment

The Board Meeting adjourned at 9:50 PM. The next board of directors meeting is scheduled for May 14, 2015 at 7:00 pm at the Association's Clubhouse.



Vineyards of Saratoga Homeowners Assoc.



Date