

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MAY 14, 2015**

BOARD MEMBERS

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

OTHERS PRESENT

7 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

- Owner of 19420 advised the board of his testimony at the air quality board. Tony also commented on the plan for water rotation.
- Caroline informed the board of the box with the exposed wires.
- Owner of 19715 informed the board that the Birch Tree was stressed. The owner still needed to have someone take a look at the garage door. Owner inquired as to the highway 85 project.

ITEM III – Review and Approval of the Minutes

- A. The Board reviewed the minutes from April 9, 2015 board of directors meeting. Gloria Felcyn noted on a few changes that needed to be made to the minutes. Mike Toback made a motion to approve the minutes as amended. Gloria Felcyn seconded the motion and the motion carried.
- B. The Board reviewed the minutes of the board of directors special meetings held on April 14th, April 27th, and May 4, 2015. Gloria Felcyn made a motion to approve the minutes as presented. Anna Scicinska seconded the motion and the motion carried.

ITEM IV - Committee Reports

- A. Financial Report – April 30, 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 April 30, 2015 the current operating account was at

\$74,757.62 and reserves totaled \$2,139,394.02. Therefore after allowing for the monthly reserves contribution the association had a deficit of \$847.78. Gloria also the end of year reporting an income over expenses of \$3,285.62.

- The Board of Directors reviewed the aging report for April 30, 2015.

B. Security

- Frank Hedges noted he had tagged a couple of vehicles after attempting to contact the owner. The first was a van that has not been on the property since being tagged and the second was a small car which also moved.
- It was noted that a contractor has been parking in the red zone but has moved when asked.
- Parking stickers were sent out to all residents that had turned in their occupancy forms. The stickers had been mailed out within the last couple of days. Notices would be send out to those owners that had not yet responded.

C. Maintenance

- Jim Turke had no report for this meeting

D. Clubhouse

- Gloria Felcyn reported the kitchen cabinets would be arriving on June 15th. Gloria and Dave would meet to pick out appliances.
- Dave Katleman reported being in contact with Comcast regarding the internet and TV service. Comcast would possibly be able to perform the survey and installation in the next couple of weeks. Dave indicated he needed to straighten out the internet and access the server for possible replacement in order to reactivate the cameras.

E. Landscape

- Chris Burns reported on the affects of the drought on the landscaping. The irrigation had been turned down in order to conserve water and now many of the shrubs were appearing to be very stressed. The Landscape Committee has elected not to replace shrubs that die.
- Chris Burns asked the board of directors to review the landscaping contract for Dooling Landscaping. Dooling had not received an increase in several years and Tim Dooling had held or reduced his cost to the association during the downturn in the economy.
- Laurel also commented on the small ponds and how best to address them during the drought. It may not be possible to empty and refill them during this time and the cost to refurbish was expensive. Jim Foley would contact a prior vendor (Brad) through Progressive Pools to determine additional options and cost.

F. Governing Documents

Jim Foley reported that the documents had been emailed to Attorney Jeff Barnett. Jeff had recommended reviewing the changes and producing a second draft which the board and the attorney would meet to discuss.

G. Newsletter

Anna Scicinska would be including articles regarding the occupancy form, the kitchen remodel, Landscaping; Redwood Tree watering, Pool Rules and pool heating, Rules on Pots, and Bar-B-Ques.

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 Allied Advantage Service Agreement for the collection services of the association. Mike Toback made a motion to approve the service agreement from Allied Trustee Services. Laurel Smith seconded the motion and the motion carried.
- B. The Board reviewed the revised contract from Bright Outlook for the Janitorial services for the association. Anna Scicinska made a motion to remove the cleaning of ash trays from the contract. Laurel Smith requested the tops of the mailboxes by cleaned every two weeks. There being no further changes Mike Toback made a motion to approve the Janitorial contract from Bright Outlook as amended. Anna Scicinska seconded the motion and the motion carried for a monthly operating expense of \$625.00.
- C. The Board reviewed the request for the installation of a charging station for an electric vehicle by the owner of 19623 Vineyard Lane. The owner submitted the application, a drawing of the proposed location, and the permit from the city of Saratoga. Mike Toback made a motion to approve the installation as presented. Dave Katleman seconded the motion and the motion carried.
- D. The Board of Directors reviewed the request for the replacement of a new compressor for the air conditioner to be installed in the same location from unit 19817 Vineyard Lane. Jim Foley would review with the owner before approval.
- E. The Board reviewed and discussed the request of the installation of a cork flooring material by the owner of 19215 Vineyard Lane. The flooring was not acceptable since it would replace the carpet with a hard surface. The request was denied.

ITEM VIII – Adjournment

The Board Meeting adjourned at 9:45 PM. The next board of directors meeting is scheduled for June 11, 2015 at 7:00 pm at the Association's Clubhouse.



Vineyards of Saratoga Homeowners Assoc.

7-9-15

Date