

VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JULY 9, 2015

**BOARD MEMBERS**

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

**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 7:03 PM at the association’s clubhouse.

**ITEM II - Open Forum**

- Owner of 19623 appealed to the board to make the community amenities friendlier toward families and children.
- Owner of 19425 informed the board of her remodel and how she was not aware and had been told by another homeowner that installing hard wood floor on the first floor of her unit was approved.
- Owner of 19107 addressed the board on the time that it was taking on remodeling the kitchen at the clubhouse and the condition of the small ponds.
- Owner of 19546 informed the board that there were individuals trespassing in the clubhouse. He also asked about the repairs to his garage door.
- Owner of 19422 informed the board of issues with noise from the unit upstairs and the jumping and slamming of doors.

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

- A. The Board reviewed the minutes from May 14, 2015 board of directors meeting. Laurel Smith made a motion to approve the minutes as Presented. Anna Scicinska seconded the motion and the motion carried.
- B. The Board reviewed the minutes of the board of directors special meetings held on May 26<sup>th</sup> and June 27, 2015. Laurel Smith 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. In Gloria Felcyn's absence it was reported to the Board that as of June 30, 2015 the current operating account was at \$93,379.09 and reserves totaled \$2,180,951.17. Therefore after allowing for the monthly reserves contribution the association had a deficit of \$8,103.27.
- The Board of Directors reviewed the aging report for June 30, 2015. The board requested that the four accounts carrying a 15 cent balance be waived.

B. Security

- Frank Hedges noted he had tagged several vehicles that were commercial in nature and also had expired registration.
- Frank Hedges noted that he delivered a "Stop Work Order" to unit 19425 at the direction of the board president in view of the installation of hard wood flooring. Mr. Hedges indicated that at the time of the stop order no flooring had been installed.
- It was noted that 105 occupancy forms had been received.

C. Maintenance

- Jim Turke had no report for this meeting.

D. Clubhouse

- Jim Foley reported the permit had been acquired and the contractor was ready to complete the remodel of the kitchen.
- David Katleman needed an electrician to complete the work at the clubhouse before the TV and internet could be installed.

E. Landscape

- Chris Burns reported on the condition of the trees around the community. Despite the deep root watering many of the Redwood Trees were very stressed due to the lack of water.
- Chris Burns also reported that much of the Ivy around the Redwoods had been removed to eliminate the competition for water.
- Laurel Smith addressed the board and others present on the condition of the small ponds. Laurel commented on the amount of time spent with contractors on designs, plans, and cost analysis.

F. Governing Documents

Jim Foley and Laurel Smith would review the second draft sent by the attorney Jeff Barnett and make notes before the next special meeting. Jim Foley would send out dates and times for the next special meeting to review governing documents.

G. Newsletter

Anna Scicinska would be including articles regarding the date of the August 22<sup>nd</sup> pool party, the occupancy form, the kitchen remodel, Landscaping; Redwood Tree watering, Pool fence, and pots on rail caps.

**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**

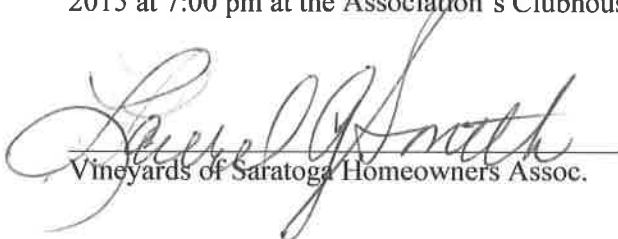
- A. The Board of Directors reviewed the correspondence from the past 30 days.

**ITEM VII – Other Business**

- A. The Board reviewed the proposals from J.R. Wagner, Inc. and Sure Fire Protection for the maintenance of the fire suppression systems of the association including the testing of the fire hydrants and the sprinkler system of the clubhouse. A motion was made to table the proposals pending a third bid and the correct number of hydrants.
- B. Laurel Smith presented the board with information she had compiled regarding the replacement of the mailboxes in light of the recent vandalism. A motion was made to table the discussion until the August meeting when the entire board would be present. The motion was seconded and carried.
- C. The Board reviewed the annual financial review as prepared by Allen & Cook, Inc. David Katleman made a motion to approve the financial review as presented. Anna Scicinska seconded the motion and the motion carried.
- D. The Board discussed the performance of the association manager. While most comments were positive it was noted there had been some issues with responding to owner's requests in a timely fashion. This matter would be discussed further at the August meeting.
- E. The Board of Directors reviewed the proposal from Commercial Energy. A motion was made to table the proposal pending a second proposal. The motion was seconded and carried.
- F. The Board reviewed the request from 19421 for reimbursement of the leak detection. It was noted that in May the board had elected not to reimburse the owner for the cost of the leak detection.

**ITEM VIII – Adjournment**

The Board Meeting adjourned at 8:44 PM. The next board of directors meeting is scheduled August 13, 2015 at 7:00 pm at the Association's Clubhouse.

  
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Laurel Smith  
Vineyards of Saratoga Homeowners Assoc.

  
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Date