

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
AUGUST 13, 2015**

**BOARD MEMBERS**

Jim Foley	President
Michael Toback	Vice President
Laurel Smith	Secretary
Gloria Felcyn	Treasurer
Anna Scicinska	Director
Dave Katleman	Director
Vacant	Director

**OTHERS PRESENT**

Barbara Sturges	Homeowner
Nilda Resamoso	Homeowner
Carole Lunny	Homeowner
Jean Hankey	Homeowner
Doris Watson	Homeowner
Frank Hedges	Homeowner
Walter Kool	Homeowner
Jim Turke	Homeowner
Katherine Weiss	Homeowner
Chris Burns	Homeowner
Jan Scicinski	Homeowner
Miguel Horta	Tenant
Lei Jin	Homeowner
Luis Heredia	Community Management Services, Inc.

**ITEM I - Call to Order** – President Jim Foley called to order the Board of Directors meeting at 7:02 PM at the association’s clubhouse.

**ITEM II - Open Forum**

- Carol Lunny indicated she was experiencing a problem with the water heater leaking down into her water heater closet from the unit upstairs.
- Barbara Sturgess and Nilda Resomoso indicated there were large boxes and other items being left in enclosure number 6. It was indicated that a large book case had been placed in the enclosure.
- Barbara Sturges shared with the board and others present an article she had recently read regarding what to take with you in an emergency.
- Katherine Weise indicated she had noted cigarette butts around the clubhouse.
- Walter Kool informed the board of repairs to be made to the patio fence.
- Jan Scicinski indicated he required assistance with garage door.

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

- A. The Board reviewed the minutes from July 9, 2015 board of directors meeting. Laurel Smith made a motion to approve the minutes as Presented. David Katleman seconded the motion and the motion carried.
- B. The Board reviewed the minutes of the board of directors special meetings held July 22, 2015. Laurel Smith made a motion to approve the minutes as presented. David Katleman seconded the motion and the motion carried.

#### **ITEM IV - Committee Reports**

- A. Financial Report – July 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 July 31, 2015 the current operating account was at \$98,890.51 and reserves totaled \$2,196,961.20. Therefore after allowing for the monthly reserves contribution the association had a deficit of \$11,110.10.
  - The Board of Directors reviewed the aging report for July 31, 2015.
- B. Security
  - Frank Hedges noted there had been some trespassing of the clubhouse. First Alarm would be notified of the issue.
- C. Maintenance
  - Jim Turke had no report for this meeting.
- D. Clubhouse
  - Jim Foley reported the city of Saratoga had inspected the Kitchen and all had been approved.
  - David Katleman requested First Alarm be contacted to connect the current camera system to their server.
- E. Landscape
  - Chris Burns reported on the condition of the large Redwood Trees. Chris also noted that Gill Mitchell of Davey Tree would be inspecting all of the trees to determine what trees required trimming and which would need to be removed. Once the inspection was complete bids would be requested for the work
  - Chris Burns also reported on the continuing deep root watering of the large trees.
- F. Governing Documents

Jim Foley reported the board was continuing to review the second draft of the documents and would be ready for final version very soon.
- G. Newsletter

Anna Scicinska would be including articles regarding a reminder of the occupancy form, Pool entrance gates working, Summer Pool Party, Smoking in the community, and dog poop.

#### **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**

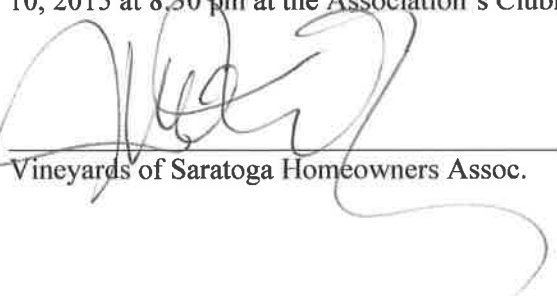
- A. The Board of Directors reviewed the proposal from Commercial Energy for the purchase of natural gas. Gloria Felcyn made a motion to approve the proposal as presented. Laurel Smith seconded the motion and the motion carried.
- B. The Board reviewed the proposals from J.R. Wagner, Inc. and Sure Fire 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 until the next meeting. the motion was seconded and carried.
- C. The Board reviewed proposal from New Pipes for the camera survey of the sewer line at 19909 and 19713. A motion was made to table the proposal. The motion was seconded and carried.
- D. The Board reviewed the proposals for the cleaning of the gutters and downspouts of the community. Michael Toback made a motion to approve the proposal from A Clean Gutter. Gloria Felcyn seconded the motion and the motion carried for a total operating cost of \$6,300.00.

**ITEM VIII – Hearings**

- A. The board met with the owner of 19126 Vineyard Lane regarding the use of a guest without the owner being present.
- B. The board met with the owner and tenant of 19204 Vineyard Lane regarding the large boxes left in the garbage enclosure.

**ITEM IX – Adjournment**

The Board Meeting adjourned at 8:44 PM. The next board of directors meeting is scheduled September 10, 2015 at 8:30 pm at the Association's Clubhouse.

  
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Vineyards of Saratoga Homeowners Assoc.

  
\_\_\_\_\_  
Date



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**Vineyards of Saratoga  
Saratoga, CA**

**Revision #2  
9/10/15**

Thank you for the opportunity to bid on the replacement of your recording unit for your clubhouse. The following quote is based upon the site visit performed on 5/13/15.

\*\*\*\*\*

Exacqvision Hybrid NVR (2TB)  
16 IP cameras 8 Analog  
6 Licenses included  
1 year warranty

\*\*\*\*\*

**Cost to install program and test.....\$5,870.00**

\*\*\*\*\*

Price include tax, installation, testing, and training. The association will have to supply a shelf in that existing space where the current server is located. The new "desktop" unit will **NOT** perform correctly laying vertically.

**\*\*\*\*Customer must supply Internet to Unit\*\*\*\***

**Josh Torres  
First Alarm  
Security Consultant  
(408) 866-1111**