

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
OCTOBER 8, 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

Jim Turke	Homeowner
Frank Hedges	Homeowner
Scott Shicoff	Homeowner
Walter Kool	Homeowner
Chris Burns	Homeowner
Carolyn Carter	Homeowner
Lauren Robb	Homeowner
Gail Hugger	Homeowner
Kailash Joshi	Homeowner
Changli Guo	Homeowner
Jan Scicinski	Homeowner
Luis Heredia	Community Management Services, Inc.

ITEM I - Call to Order – President Jim Foley called to order the Board of Directors meeting at 7:03 PM at the association’s clubhouse.

ITEM II - Open Forum

- Walter Kool was pleased with the work of the board.
- Lauren Robb indicated she was a new owner.
- Carolyn Carter inquired about the AT&T lines along the perimeter
- Jim Turke noted the lights around the clubhouse were back on.

ITEM III – Review and Approval of the Minutes

- A. The Board reviewed the minutes from September 10, 2015 board of directors meeting. David Katleman noted the minutes had the August date. Michael Toback made a motion to approve the minutes as amended. Gloria Felcyn seconded the motion and the motion carried.
- B. The Board reviewed the executive session minutes from September 10, 2015 board of directors meeting. Michael Toback made a motion to approve the minutes as Presented. Gloria Felcyn seconded the motion and the motion carried.

ITEM IV - Committee Reports

A. Financial Report – September 30, 2015

- The Board of Directors reviewed the current reconciliations and account statements of the Association's operating and expense accounts for the past month, 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 on the year to date for 2015 the current operating account as of September was \$91,828.43 due to the additional income as a result of the agreement with Comcast, with expenses for the month of \$92,495.71 reflecting a deficit of 667.71 for the month of September.
- The Board of Directors reviewed the aging report for September 30, 2015.
- Gloria Felcyn presented the board a preliminary draft of the annual budget. Due to increases in several of the operating accounts including water, legal, electrical. The budget draft reflected a possible increase in the 2016-2017 budget of \$15.00.

B. Security

- Frank Hedges reported he had towed two vehicles. The first was a vehicle was left on the property when the owner was in a carpool.

C. Maintenance

- Jim Turke reported he had to rewire the lights above the upper deck.

D. Clubhouse

- Jim Foley reported the city of Saratoga had inspected the clubhouse twice and had failed it twice for electrical issues. Jim would schedule the next inspection in a couple weeks.
- David Katleman informed the board of the DVR would arrive in a week. Then David would schedule an electrician to complete the electrical work needed.

E. Landscape

- Chris Burns presented the three proposals for tree trimming and tree removals based on the scope of work prepared by Gill Mitchell of Davey Tree. Chris recommended Davey tree as they had performed the work over the past several years and the association would benefit from their knowledge of the community. Michael Toback made a motion to approve the proposal from Davey Tree as presented. Anna Scicinska seconded the motion and the motion carried.

F. Governing Documents

- Jim Foley reported the board had completed the second review of the restated governing documents and had submitted them to legal counsel for review and revision. If acceptable the documents may be ready for membership review and approval. The board would continue with the review of the rules and regulations of the association.

G. Newsletter

- Anna Scicinska would be including articles regarding a reminder of the occupancy form, the gutter cleaning, tree trimming, dumpster rules, the large dumpsters in October 23rd through November 2nd, and no clubhouse rental for the Super Bowl, Christmas Party Dec. 5th, and homeowners to inspect drains at bottom of patio walls. Special Note: FHA renewal approved.

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 Progressive Pools for the replacement of the pool and spa lights with LED. Gloria Felcyn made a motion to approve the proposal from Progressive Pool as presented. Laurel Smith seconded the motion and the motion carried for a total reserves expenditure of \$4,400.00.

ITEM VIII – Adjournment

The Board Meeting adjourned at 8:20PM. The next board of directors meeting is scheduled November 12, 2015 at 7:00 pm at the Association’s Clubhouse.



Vineyards of Saratoga Homeowners Assoc.



Date