

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
NOVEMBER 12, 2015**

BOARD MEMBERS

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

OTHERS PRESENT

Claire Walker	Homeowner
Chris Burns	Homeowner
Carole Lunny	Homeowner
Jean Hankey	Homeowner
Rick Wiens	Homeowner
Thomas Takashima	Homeowner
Tony Fisher	Homeowner
Marc & Aleli Townsend	Homeowner
Jan Scicinski	Homeowner
Nilda Retamoso	Homeowner
Yvonne Martins	Homeowner
Maria Isaac	Homeowner
Luis Heredia	Community Management Services, Inc.

ITEM I - Call to Order – President Jim Foley called to order the Board of Directors meeting at 7:01 PM at the association’s clubhouse.

ITEM II - Open Forum

- Thomas Takashima was present to address the termites in the home and was already on the agenda.
- Jean Hankey was concerned about flooding at her home and wanted to know if she needed flood insurance.
- Yvonne Martins was present for hearing.
- Mark Townsend was concerned about a roof leak.
- Tony Fisher shared with those present the harmful affects of using a fireplace. Tony also shared the good news that he had won an award for his work on a committee regarding clean air.
- Claire Walker commented on the great work performed on the clubhouse kitchen. Claire also informed the board of difficulties in receiving her mail.
- Jan Scicinski commented on the time it took to address the issue with the garage door.
- Carol Lunny complained about the noise coming from the upstairs neighbor.

- Nilda Retamoso commented on the number of cigarette butts along the creek and being disposed of in the dry leaves.

ITEM III – Review and Approval of the Minutes

- A. The Board reviewed the minutes from October 8, 2015 board of directors meeting. Laurel Smith made a motion to approve the minutes as presented. Michael Toback seconded the motion and the motion carried.
- B. The Board reviewed the executive session minutes from October 8, 2015 board of directors meeting. Laurel Smith made a motion to approve the minutes as Presented. Michael Toback seconded the motion and the motion carried.

ITEM IV - Committee Reports

- A. Financial Report – October 31, 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 October was \$111,394.27 and total reserves of \$2,242,419.68. Total income for October was \$77,096.54 with expenses for the month of \$79,739.29 reflecting a deficit of \$2,642.75 for the month of October.
 - The Board of Directors reviewed the aging report for October 31, 2015.
- B. Security
 - There was no security report given.
- C. Maintenance
 - Jim Turke would not be able to check the common area lights over the next few weeks. Any light request should be directed to The Repair People.
 - The Sump Pumps need to be checked by The Repair People.
- D. Clubhouse
 - Dave Katleman indicated the Electrical would be performed after Thanksgiving. The Cable would be completed in December.
- E. Landscape
 - Chris Burns indicated the tree trimming was scheduled for December 4th through the 17th. Chris Burns also indicated Davey Tree was offering new tree tags, inventory, and tree map for \$6,667.00. Laurel Smith made a motion to approve the proposal for the tree tags from Davey Tree as presented. Michael Toback seconded the motion and the motion carried.
- F. Governing Documents
 - Laurel Smith reported the board had met on November 11th and she and Jim Foley were completing the final changes to be delivered to the attorney. The Board was now meeting to discuss and finalize the Rules and Regulations.
- G. Newsletter

- Anna Scicinska would be including articles regarding a the use of Fire Places, Smoking and cigarette disposal, Holiday Party, Nominations to the Board.

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

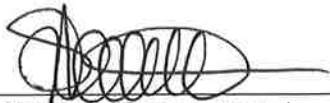
- A. The Board of Directors reviewed the correspondence from the past 30 days.

ITEM VII – Other Business

- A. The Board of Directors reviewed the termite report from 19217 Vineyard Lane. Jim Foley suggested to the Board that he visit the unit personally.
- B. The Board had discussed the issue of clotheslines at their last meeting regarding the Rules and Regulations. No other action was needed at this time.
- C. Jim Foley explained the situation at 19310 and the work being performed to mitigate the issue.
- D. The Board reviewed the proposal for producing Vineyard Letterhead and envelopes with Vineyards logo. The board elected to move forward with the order.
- E. The Board discussed the time frame for cleaning of the gutters and downspouts and determined the best time may be before any rains begin.
- F. Jim Foley and Michael Toback would discuss the hearing process with James Hillman.

ITEM VIII – Adjournment

The Board Meeting adjourned at 9:35PM. The next board of directors meeting is scheduled December 10, 2015 at 7:00 pm at the Association’s Clubhouse.



Vineyards of Saratoga Homeowners Assoc.

12/10/2015

Date