

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JULY 14, 2016**

**BOARD MEMBERS**

Jim Foley	President
Michael Toback	Vice President (absent)
Laurel Smith	Secretary (absent)
Gloria Felcyn	Treasurer (absent)
Anna Scicinska	Director
Dave Kadleman	Director
Jeffrey Klopotic	Director (absent)

**OTHERS PRESENT**

Samer	Homeowner
Nilda Retamoso	Homeowner
Tom Schmidt	Homeowner
Caroline Carter	Homeowner
Jim Turke	Homeowner
Eric Hawkes	Homeowner
Lesley Schwartz	Homeowner
Xinhang Shao	Homeowner
Katherine Weiss	Homeowner
Chris Burns	Homeowner
Neyrani & Shirin Hemati	Homeowners
Jan Scicinski	Homeowner
Esther Faria	Homeowner
Carrie Morris	Property Manager (19641)
Ron Rigler	Tenant (19213)
Luis Heredia	Community Management Services, Inc.

**ITEM I - Call to Order** – President Jim Foley called to order the Board of Directors meeting at 7:00 PM at the association’s clubhouse.

**ITEM II - Open Forum**

- Nilda Retamoso requested a copy of the Association’s Master Policy. Nilda also inquired as to the installation of a ramp.
- Katherine Weiss inquired as to the removal and replacement of the pavers in her back patio and whether there were any restrictions.
- Tom Schmidt commented on what issues require contacting the police and which are appropriate to be addressed by the Board.
- Caroline Carter commented on the trees in her immediate area which are not doing very well.
- Jim Turke commented on the power outage experienced by the community.

- Hanna inquired about the architectural application she had submitted approximately 2 weeks prior.
- Eric Hawkes asked about the wood replacement of the front deck.
- Neyrani & Shirin Hemati requested an update on the water issue involving their unit.

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

- A. The Board reviewed the minutes from May 12, 2016 Board of Directors meeting. Laurel Smith made a motion to approve the minutes as presented. Gloria Felcyn seconded the motion and the motion carried.
- B. The Board reviewed the minutes from May 12, 2016 Board of Directors Executive Session. Laurel Smith made a motion to approve the minutes as presented. Gloria Felcyn seconded the motion and the motion carried.
- C. The Board reviewed the minutes from May 7, 2016 Board of Directors Emergency Meeting. Laurel Smith made a motion to approve the minutes as presented. Gloria Felcyn seconded the motion and the motion carried.
- D. The Board reviewed the minutes from June 9, 2016 Board of Directors meeting. Laurel Smith 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 – June 30, 2016  
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 then reported on the year to date for 2016 and the current operating account as of June was \$87,324.63 and total reserves of \$2,363,738.59 Total income for June was \$79,817.48 with expenses for the month of \$87,568.44 reflecting a deficit of \$9,193.44 for the month of June.
  - The Board of Directors reviewed the aging report for June 30, 2016 and noted no changes.
- B. Security
  - Dave Katleman reported that neither of the bids requested by the committee was adequate. They were either too high or too low. Kailash Joshi would be taking over the project and seeking other vendors for entry cameras and license plate readers.
- C. Maintenance
  - Jim Turke had nothing to report to the Board. Laurel Smith noted the lights around the clubhouse were not coming on. Jim Turke thought it may have been due to the recent power outage and would inspect the breakers.
  - Jim Foley informed the Board of three projects to be completed by Association Construction Service. They were the repairs to one of the buildings due to a fallen branch. The second was the installation of additional slats on the trellis at the Bar-Be-Que area for additional shade. The third was for extending garbage enclosure number 3 and adding steal gates. The

approximate total for these projects was \$30,000.00. Laurel Smith made a motion to approve the three projects as presented. David Katleman seconded the motion and the motion carried.

D Clubhouse

- David Katleman reported the clubhouse wi-fi is operational and the cameras were working properly.

E Landscaping

- Chris Burns reported a recent walkthrough with Dooling Landscaping and found the Redwoods to be declining. The Landscape Committee had taken steps to address the Redwoods by removing Ivy under the trees and deep root watering.

F. Governing Documents

- The Board would be meeting on Monday and Wednesday of the following week to review the final drafts of the Governing Documents and the Rules and Regulations.

G. Newsletter

- Anna Scicinska would be including articles regarding Pool Party-August 13<sup>th</sup>, the CC&Rs, Pool Season, Speeding, Recycling boxes, and Saratoga Smoking Ordinance.

**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 day, and the 2016 Calendar.

**ITEM VI – Correspondences**

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

**ITEM VII – Other Business**

- A. The Board of Directors reviewed the replacing of the pump room door at the clubhouse. David Katleman made a motion to approve the replacement of the pump room door with a louvered door. Gloria Felcyn seconded the motion and the motion carried for a total reserves expenditure of 1,238.51.
- B. The Board of Directors reviewed the proposals for inspecting the 11 fire hydrants that had been reported to the Association by the local fire department as needing repairs. Laurel Smith made a motion to approve the proposal from TNT as presented. Gloria Felcyn seconded the motion and the motion carried for a reserves expenditure of \$880.00.
- C. Jim Foley reviewed the proposal from Four Seasons roofing for the repairs for the repairs to the flat roofs. A motion was made to table the proposal pending additional bids. The motion was seconded and carried.

**ITEM VIII – Hearings**

- A. Jim Foley explained the water leak issue to the owners of 19303 and what steps the Board was taking to address the issue.

- B. Esther Faria owner of 10213 and her tenant Ron Rigler were present to address the violations regarding her unit which included having more than two dogs at the unit, smoking in the unit and patio area, use of the pool by an off-site owner and having too many guests at the pool. Esther Faria introduced her tenant Ron Rigler who stated he volunteered at an animal shelter and would rescue a dog by bringing them home from time to time until he could find a home for them. Ron Rigler stated he was picking up after the dogs but not until the end of the day. Ron Rigler did admit he was not familiar with the Association's rules and regulations regarding pets or smoking.

Jim Foley read an email of the events which transpired on Sunday, June 12<sup>th</sup> which described the several violations by the owner of unit 19213 regarding the use of the pool, including having too many guests at the pool, noise at the pool, the guests refusing to identify themselves and what unit they were associated with, refusing to leave the pool when requested, and the use of the pool area by an off-site owner.

- C. Property Manager, Carrie Morris was present to represent the owner of unit 19641, Louise De Putron to discuss the issue of illegal dumping by the tenants and the smoking at the unit. Ms. Morris reported she had spoken to the tenants regarding the dumping of the boxes and how they are to be flattened before dumping. She also indicated speaking with the tenant regarding the smoking but did not get much of a response from the tenant. Ms. Morris also inquired as to the tree in the back patio and why it seemed to be an issue.

**ITEM VIII – Executive Session**

- A. The Board adjourned into executive session to address member disciplinary action.

**ITEM VIII – Adjournment**

- A. The Board reconvened the open meeting and adjourned at 9:00 PM. The next Board of Directors meeting is scheduled August 11, 2016 at the Association's Clubhouse.

  
Laurel Smith, Secretary  
Vineyards of Saratoga Homeowners Assoc.

  
8/11/16  
Date