

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
JUNE 8, 2017**

BOARD MEMBERS

Jim Foley	President
Michael Toback	Vice President
Laurel Smith	Secretary
Gloria Felcyn	Treasurer
Anna Scicinska	Director
Tom Schmidt	Director
Jeffrey Klopotic	Director

OTHERS PRESENT

Chris Burns	Homeowner
Nilda Retamoso	Homeowner
Rita Agratchev	Homeowner
Carolyn Carter	Homeowner
Jim Turke	Homeowner
Gia Biagi	Homeowner
Linglin Niu	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

Linglin Niu informed the Board that during the recent reroofing the p-trap to the tub started leaking and thought it may be a result of the banging the roofers were doing to the frame of the unit. The owner also indicated the roofers were using their electrical outlet in the backyard and did not clean up inside their back patio or the driveway. The owner requested their recent email be forwarded to the roofing company for a response.

Gia Biagi reported the new manhole cover had already cracked.

Nilda Retamoso reported she observed water in the street in the morning in front of the garages at 19213. Was afraid it was coming from underneath the street.

Rita Agratchev informed the Board that due to delays by the moving company her personal belonging have not yet arrived, however her neighbors have been great to her and have assisted her with a number of issues. Rita did mention that the gutter at the front door was directly under a pine tree and may require some sort of cover during the rainy season

Carolyn Carter suggested that the notices posted for services in the community should be removed as to not to attract attention to outsiders.

Gail Hugger thanked Chris Burns for her help on addressing her television service issue. She was not able to get Direct TV to adjust the dish in order to receive service so she worked with ATT and found an internet based television service offered called Direct TV Now.

ITEM III – Review and Approval of the Minutes

- A. The Board reviewed the minutes from May 11, 2017 Special Board of Directors meeting. Mike Toback mentioned he had attended the meeting but Tom Schmidt had not. There being no further changes or corrections Gloria Felcyn made a motion to approve the minutes as amended. Laurel Smith seconded the motion and the motion carried.

ITEM IV - Committee Reports

A. Financial Report – May 31, 2017

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 on the year to date income over an expense which after some reclassifications was \$7,087.00. The operating accounts still over budget were water and garbage.

The Board of Directors reviewed the aging report for May 31, 2017. It was requested that a letter be mailed to the person falling behind on their assessments.

The Board reviewed the Annual Financial Audit as prepared by Allen & Cook, Inc. Gloria informed the Board that she had reviewed the document and was recommending an approval. Tom Schmidt made a motion to approve the Association's Annual Financial Audit as prepared by Allen & Cook, Inc. Mike Toback seconded the motion and the motion carried.

The Board reviewed the proposals for the preparation of a 3-year reserve study for the Association. Gloria Felcyn made a motion to approve the proposal from Association Reserves as presented. Mike Toback seconded the motion and the motion carried for a total reserve expenditure of \$1,970.00.

B. Security

- Laurel Smith indicated the wood sign was still not completed.

C. Maintenance

- Jim Foley indicated the water shut off project had been completed.
- Anna Scicinska commented that the trench in front of her home had not addressed the root of the tree that had originally caused the issue. Jim Foley reported that the trenching was being done by the landscapers on an exploratory basis and had not been completed.

D. Clubhouse

- Laurel and Chris Burns requested an electrical outlet on the North wall of the meeting room in order to place a table and lamp in that area. Jim Turke would have the outlet installed.
- It was suggested that upper deck and stairs needed to be cleaned (power washed).

E. Landscaping

- Chris Burns reported that approximately 50 Redwood trees were stressed and not doing well. Chris informed the Board that Arborist Gill Mitchel of Davey Tree had treated a few of the Redwoods which had responded well to the treatment so Chris was requesting the approval to treat the remaining Redwood Trees at a cost of \$3,390.00. Mike Toback made a motion to approve the treatment of the remaining Redwood Trees. Gloria Felcyn seconded the motion and the motion carried.

- Chris Burns requested authorization to perform a deep root watering of the Redwood Trees in the summer and in the fall. Tom Schmidt approved the deep root watering of the Redwood Trees by Commercial Tree. Laurel Smith seconded the motion and the motion carried.
- Laurel Smith informed the Board that two vendors had inspected the small ponds and would be submitting proposals.

F. Welcoming Committee

- Gia Biagi reported that the Welcoming Committee were just waiting for the new residents to move in, in order to hand them a welcome binder.

G. Governing Documents

- The approved operating rules were final and were available on the website and would be available to new buyers.

H. Newsletter

- Anna Scicinska informed the Board of the items for the upcoming newsletter including but not limited to the Operating Rules, Pool Party, Part 3 Bird Series, Pool & BBQ, and Welcoming Committee.

ITEM V – Association Manager’s Report

- A. The Board also reviewed the work order history for the past 30 days and the 2017 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 architectural request from 19213 Vineyard Lane for the installation of new windows. As authorized by the Board Jim Foley had approved the architectural application for the owner of 19213 Vineyard Lane.
- B. The Board of Directors reviewed the architectural request from 19819 Vineyard Lane for the installation of new windows. As authorized by the Board Jim Foley had approved the architectural application for the owner of 19819 Vineyard Lane.
- C. The Board of Directors reviewed the architectural request from 19207 Vineyard Lane for the installation of new windows. As authorized by the Board Jim Foley had approved the architectural application for the owner of 19207 Vineyard Lane.
- D. The Board reviewed the home inspection report from 19213 Vineyard Lane. It was noted that no action would be needed at this time.
- E. The Board reviewed the proposal from ACS for the French drain behind garages 19313, 314, 315, and 316. Jim Foley informed the Board that the work had been partly performed by ACS which included cleaning the drain and sump pump behind the garages. The rest was being addressed by Xteria which consisted of sealing the cracks in the concrete base around the garages and redesigning the gutters on the garages.

F. The Board reviewed the proposal from ACS regarding the window ledge at 19606. Jim Foley would inspect and direct ACS on the repairs needed.

ITEM – VIII adjournment

The Board Meeting was adjourned at 8:55 PM. The next meeting of the Board of Directors is scheduled for July 13, 2017 at 7:00 pm at the Association's Clubhouse.



Vineyards of Saratoga Homeowners Assoc.



Date