

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
April 12, 2018**

BOARD MEMBERS

Jim Foley	President
Michael Toback	Vice President <i>ABSENT</i>
Laurel Smith	Secretary
Gloria Feleyn	Treasurer
Anna Scicinska	Director
Tom Schmidt	Director
Jeffrey Klopotic	Director

OTHERS PRESENT

Bill Oldfield	Community Management Services, Inc.
Chris Burns	Homeowner
Katherine Weiss	Homeowner
Gia Biagi	Homeowner
Jim Turke	Homeowner
Jan Scicinski	Homeowner
Tony Fischer	Homeowner
Carolyn Carter	Homeowner
Thomas Takashima	Homeowner
Nora Bell (White)	Homeowner
Jeff Bell	Resident
Carole Lunny	Homeowner
Anne Johnson	Homeowner

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

Thomas Takashima brought up an issue with his garage. There is an issue with the power to the garage. Jim Foley reported is working on the problem but needs access to the garages next to Thomas’s garage. He has tried unsuccessfully to get access and will continue trying.

Thomas Takashima and Carolyn Carter asked for a status update on the mailbox that was broken in to over the last weekend. Jim Foley informed the members that the mailboxes are owned by the US Postal service and all that can be done is to report the issue to them and ask for the boxes to be repaired.

Carolyn Carter asked about getting rid of some wires strung above the Vineyards property. Jim Foley explained that the association manager had not been briefed on the issue but it was something that had been looked in to the past and was not something that would be looked in to again in the near future.

Anne Johnson asked to be allowed to put gates in both of her fences. She presented pictures of the current setup. Jim Foley explained the background on her situation and that similar installations had been permitted in the past. Jim Foley is going to work with Anne on getting an architectural request submitted.

Caroline Lunny brought up an issue with her neighbor's tree dropping fruit or berries in to her yard. She has spoken with her neighbor and he has refused to trim the tree to her satisfaction. Tony Fischer, the owner of the property with the tree, explained what he had done to try to resolve the issue. Other options to resolve the issue were discussed. Tony Fischer agreed to trim the tree further so it will not encroach on Caroline's property

Katherine Weiss reported she saw a drone flying over the properties. Jim Foley reported that there are provisions in the CC&Rs that prohibit flying drones. The property manager reported that if anyone see someone flying a drone on the property and can identify them they should report the situation to him.

ITEM III – Review and Approval of the Minutes

- A. The Board reviewed the minutes from March 8, 2018 Board of Directors meetings. Laurel Smith reported several items that needed to be changed in the minutes. Jim Foley wrote those changes in to the minutes. Jim Foley motioned, Gloria Felcyn seconded and the motion carried to accept both sets of the minutes.

ITEM IV - Committee Reports

A. Financial Report – March 31, 2018

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 that adjustments that had been made had not been able to prevent a deficit. The year would be ending with a deficit of approximately \$20,000.

The Board of Directors reviewed the aging report for March 30, 2018. The board asked the property manager to have the \$.25 and \$.50 removed from the accounts.

B. Security

- Jeff Klopotic reported on the process used to break in to the mailboxes and that there was a massive wave of mailboxes that were broken in to throughout the Bay Area in the same time frame.
- Tom Schmidt asked about a service agreement with See Clear. The property manager reported that he is working on setting up a meeting with him, Jim Foley, and Aaron to discuss
- Jeff Klopotic reported there were two break ins and a disturbance in the area around Vineyards in the last month.

C. Maintenance

- Jim Turke reported and shared a new gasket he had procured to help lights from being inundated with water.

D. Website/Clubhouse

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E Landscaping

- Chris Burns reported four of the reflection pools have everything except the fiberglass in place. The other five are in various stages of the project.
- Chris Burns reported the picnic tables had arrived and Jim Foley and she would try assembling one themselves over the weekend

- Chris Burns asked the property manager to contact Bright Outlook to have the pool furniture cleaned
- Chris Burns reported that there are still vines growing improperly at unit 19123 and there are vines growing at 19235 also. The property manager verified that a warning letter had been sent to the owner of 19123. The board asked the property manager to send the owner of 19123 a hearing letter and the owner of 19235 a warning letter.
- Jim Foley reported on research he and Chris Burns had done on refinishing Vineyards signs. The cost to refinish the signs would be \$2000 each. He produced one of the sign and it was decided it did not need to be refinished and would be hung in the clubhouse.
- Jim Foley produced a document that Chris Burns had found that was an advertisement for the Vineyards of Saratoga when it was first opened. There was a general consensus that the document should be framed and put up in the clubhouse.

F. Welcoming Committee

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G. Newsletter

- Reminder about the debris boxes being dropped off in May.
- Reminder about BBQ safety. No open flames.
- Reminder that dogs are required to be on leash.

ITEM V – Association Manager’s Report

- A. The Board reviewed the work order history for the past 30 days.

ITEM VI – Correspondences

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

ITEM VII – Other Business

The audit of the water, gas, and electric utilities was reviewed.

The board reviewed the proposals for leveling the AC unit at 19546. The board directed the property manager to have the work done by ACS.

Jim Foley briefed the board on an issue with the backflow preventer at the main gate. Jim Foley reported that the person who came to work on the issue was from Backflow Pro, who has done maintenance on the systems before, did not have the expertise to fix the issue. He will locate a company that will handle the issue.

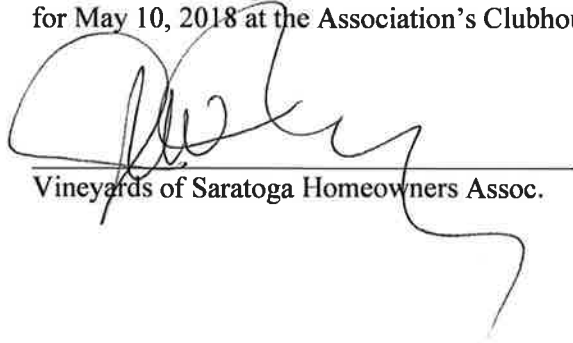
There was a discussion about options for notifying people in emergency situations. No action was taken.

There was a discussion about dogs off leash. Anna reported that on March 15th while she was walking her dog another dog, who was off leash, had confronted her dog. During this incident she broke 2 bones in her knee. The board asked the property manager to send the owner of the dog a hearing letter.

The property manager provided the board with two proposals for paving. The board asked to have all three proposals sent out via email. Jim Foley is going to do an in-depth analysis of the proposals and report at the next meeting.

ITEM – VIII adjournment

The Board Meeting was adjourned at 9:19 PM. The next meeting of the Board of Directors is scheduled for May 10, 2018 at the Association's Clubhouse.



Vineyards of Saratoga Homeowners Assoc.

10 MAY 18
Date