

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
May 10, 2018**

BOARD MEMBERS

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

OTHERS PRESENT

Bill Oldfield	Community Management Services, Inc.
Chris Burns	Homeowner
Katherine Weiss	Homeowner
Gia Biagi	Homeowner
Jan Scicinski	Homeowner
Tony Fischer	Homeowner
Carolyn Carter	Homeowner
Thomas Takashima	Homeowner
Nilda Retamoso	Homeowner

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 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. Jim Foley asked Thomas Takashima to get access to the garage directly to both garages to the left of his garage.

Carolyn Carter asked to have the landscapers look at the lawn by 19701. The redwoods are inundating the lawn with twigs.

Tony Fischer asked to have the section of the Grapevine that went over architectural change requests specify what changes can be made without an architectural change request. Jim Foley explained that the specifications were not, and will not be, made to prevent homeowners from making changes that violate the association rules.

ITEM III – Review and Approval of the Minutes

- A. The Board reviewed the minutes from April 12, 2018 Board of Directors meetings. There were several minor items that needed to be changed in the minutes. Jim Foley wrote those changes in to the minutes. Michael Toback motioned, Laurel Smith seconded and the motion carried to accept both sets of the minutes passed unanimously.

ITEM IV - Committee Reports

A. Financial Report – April 30, 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 the new fiscal year was so far off to a good start.

The Board of Directors reviewed the aging report for April 30, 2018.

B. Security

- Jim Foley reported that he, Chris Burns, the property manager, and the vendor who works on the security cameras had a meeting about the cameras and the equipment stored in a closet on the outside of the clubhouse. He now has a good handle on process for restarting the security camera network equipment and will share this information with the board privately.
- Tom Schmidt asked the property manager to setup an appointment with First Alert to go over the entry fobs system. Tom would like to have the vendor meet with him, Jim Foley, and the property manager.

C. Maintenance

- Jim Foley reported there is a problem with a string of lights in the 300s that Jim Turke and Homeworx is having a hard time repairing. They are continuing to work on it.
- Jim Foley asked about the status of a proposal on redoing the flat roofs. The board asked the property manager to work with Jim Foley to get a bid from a roofing contractor to redo the flat roofs. The board wants at least three proposals presented as soon as possible.
- The paving project that was discussed at the last meeting was discussed again. Jim Foley recommended accepting the proposal from Red Line. Michael Toback motioned to accept the proposal. Gloria seconded and the motion passed unanimously. The board asked to have the work starts in late July or early August.
- Jim Foley reported that PG&E is gearing up to work on gas lines in the Vineyards. He stated he does not want them starting work until they speak with him and he does not want them working on the property unless he is present.

D. Website/Clubhouse

-

E. Landscaping

- Chris Burns reported half of the reflection pools have everything except the fiberglass in place. The others are in various stages of the project.
- Chris Burns reported she had received a proposal for deep root watering. She submitted it to the board. Tom motioned, Laurel seconded Passed
- Chris Burns reported they will be posting turtle signs as they will start laying eggs soon.

F. Welcoming Committee

-

G. Newsletter

- Chris Burns is going to send Anna an article on signing up for Santa Clara emergency alerts
- USPS mail scan notifications

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

Jim Foley briefed the board on an issue with the backflow preventer at the main gate. Jim Foley reported that he found a company to work on the issue. The property management asked to be sent the information on the company as soon as possible to ensure they are on the CMS approved vendors list.

ITEM – VIII adjournment

ITEM – VIII Hearings

The board briefly discussed the hearing regarding ivy growing on the wall. The issue had been resolved and the board was satisfied. There was no action was taken.

The hearing regarding a dog off leash was discussed. Jim Foley read a letter sent to the board by Kailash Joshi in response to the hearing notice. Jan Scicinski made comments on the letter. The board discussed the letter and what to do with the hearing. The board decided to postpone the hearing and hold a special meeting to hold the hearing. The board asked the property manager to send a letter explaining that the board would like him to present for the hearing and the hearing has been postponed until May 31st at 7PM.

The Board Meeting was adjourned at 8:35 PM. The next meeting of the Board of Directors is scheduled for June 14, 2018 at the Association’s Clubhouse.



Vineyards of Saratoga Homeowners Assoc.

14 JUN 18

Date