

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
August 13, 2020**

BOARD MEMBERS

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

OTHERS PRESENT

Bill Oldfield	Community Management Services, Inc.
Charles Sudderth	Homeowner

ITEM I - Call to Order – President Jim Foley called to order the Board of Directors meeting at 7:08 PM via GoToMeeting.

ITEM II – Open Forum

Michael Toback reported the tree limbs by his mailbox are very low. He asked to have branches trimmed.

ITEM III – Review and Approval of the Minutes

- A. The Board reviewed the minutes from July 9, 2020 Board of Directors meetings, July 17th, 2020 Emergency Board meeting, and July 30, 2020 Emergency Board meeting. The Association Manager reported that the delinquency report on the July 9th minutes had been listed as May instead of June. This was corrected. Laurel Smith motioned to approve both executive session, regular meeting, and emergency meeting minutes, as amended. Michael seconded the motion and it passed unanimously.

ITEM IV - Committee Reports

- A. Financial Report – Gloria Felcyn reported to the Board on behalf of the Subcommittee of the Board. The subcommittee has reviewed all nine of the documents in accordance with California Civil Code 5500 for months ending January 31, 2020, June 30, 2020, and July 31, 2020

The Board of Directors reviewed the aging report for July 31, 2020.

B. Security

- Jeff Klopotic reported on security in Saratoga. In the last four months Saratoga has only had eight reports according to the Santa Clara County Sherriff's department.
- Jeff Klopotic reported that Carol DeFelipi reported she believes her dog ate a poison bait left for coyotes.
- Tom Schmidt reported there are now four active cameras that have been added. The latest addition is monitoring the big pool.

C. Maintenance

- The roofing job is almost complete. There is one or two gutters that need some work.

- Tom Schmidt has been working on fence and light issues with Homeworx
- Jim Foley reported he and Tom Schmidt had met with Homeworx on the issue with the lights in front of 19715. The issue seems to be a broken light conduit. They must do some trenching to correct the problem.

D. Landscaping

- Laurel Smith brought up updating all the exterior light runs at the Vineyards. Jim Foley has a contact that he will reach out to about starting to plan the project. Jim Foley reminded the Board that when the lighting was upgraded that it would be a good idea to look at upgrading electrical for the common area garages also.
- Chris Burns reminded the Board the annual tree trimming will be starting.
- Jim Foley brought up a proposal for pavers from Tim Dooling. The Association Manager found the proposal and forwarded it to the Board. Tom Schmidt motioned to approve. Gloria Felcyn seconded and the motion passed unanimously

E. Newsletter

- Pools are still closed
- Reminder about proper recycling and trash disposal.
- Reminder about dumpsters coming in October

ITEM V – Association Manager’s Report

- A. The Board reviewed the work order history for the past 30 days. The Board asked the Association Manager follow up with Homeworx on the work order for the lights in front of the complex.

ITEM VI – Correspondences

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

ITEM VII – Other Business

Hiring an inspector of elections was discussed. Laurel Smith motioned to approve package #3 from HOA Services to provide Inspector of Elections. Tom Schmidt seconded and the motion passed.

Jeff Klopotic informed the Board he does not have anything further on the property taxes. The Association Manager reported he has not received any property tax notices.

Jim Foley has sent a letter to the Santa Clara County Water District and is waiting for a response.

The engineering bill for 19123 was discussed. Michael Toback made a motion to allow the Association Manager to investigate why the bill had not been paid in escrow. After the Association Manager reports back the next step, possibly a discussion with the HOA’s attorney, will be discussed. Laurel seconded the motion and it passed unanimously.

A new sweeping service was discussed. The Association Manager is waiting for a proposal.

ITEM VIII – Hearing

A hearing for illegal use of the pool was held. The owner of the property whose tenant broke the rule was present. He went over the sequence of event as had been explained to him and that his tenant did not believe he was breaking the rules. When this was explained to the tenant, he was very apologetic. Michael Toback stated that the signs seem to him to be pretty clear. The actual sign was shared. It stated Pool & Spa are closed.

adjournment

The Board Meeting was adjourned at 8:55 PM. The next meeting of the Board of Directors is scheduled for September 10th, 2020. The means by which the meeting will be held are to be determined and will be posted with the agenda and notices about the meeting

Vineyards of Saratoga Homeowners Assoc.

Date