

**VINEYARDS OF SARATOGA HOMEOWNERS' ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**September 9, 2021**

**BOARD MEMBERS**

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

**OTHERS PRESENT**

Bill Oldfield	Community Management Services, Inc.
Chris Burns	Homeowner
Pam Nomura	Homeowner
Lois Schultz	Homeowner
Ann Litman	Homeowner
Hong Lin	Property Manager
Anne Johnson	Homeowner
Hong Nguyen	Homeowner

**ITEM I - Call to Order** – President Jim Foley called to order the Board of Directors meeting at 7:05 PM the Vineyards of Saratoga Clubhouse

**ITEM II – Open Forum**

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

- A. The Board reviewed the minutes from August 12<sup>th</sup> Board of Directors Meeting. The Association Manager reported he had noticed Gloria Felcyn last name was missing in two places and had corrected the oversight. Charles Sudderth noted the last sentence of the last bullet point under newsletters was incomplete. The Association Manager added the required adjustment to the sentence to complete it. Laurel Smith motioned to approve the meeting minutes as amended. Gloria Felcyn seconded, and the motion 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 month ending August 31, 2021.

Tom Schmidt reported that the garbage bill had been increased 10%

Delinquencies were discussed.

B. Security

- Tom Schmidt reported he had another solar light installed
- Tom Schmidt reported they are still work on getting camera covering dumpster #3 back online.
- Jeff Klopotic reported there was an armed at a robbery at bus stop in San Jose. This was brought up as violent crimes have been increasing in the general area

C. Maintenance

- Jim Foley reported that a work order had been opened to tune-up the garbage enclosures before winter.

- D. Landscaping
  - Chris Burns reported the preliminary proposal she had received on annual tree maintenance was very high. She is going to continue working with Kevin Allen to get a final proposal.
- E. Newsletter
  - Jim Foley reported there had been approximately 15 responses from people stating they read and want continue receiving the newsletter. A variety of option for changes to how the newsletter are done were discussed.
  - Heritage able to update autopay
  - Reminder about solicitation
  - Reminder about spring cleanup dumpsters

#### **ITEM V – Association Manager’s Report**

- A. The Board reviewed the work order history for the past 30 days. Tom Schmidt reported the work order for First Alarm had been completed

#### **ITEM VI – Correspondences**

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

#### **ITEM VII – Other Business**

The was no update on the gate installation. The project is expected to move forward sometime in October. Jim Foley noted that cost of the gate would require a vote of the membership to approve the project. Jim Foley answered some questions that homeowners had about the gates.

The property tax notices were discussed. Jeffrey Klopotic has made progress on having the bills rescinded.

Jim Foley is continuing to work on the lighting/electrical upgrade.

Michael Toback reported he had contacted a couple of competitors to ChargePoint and setup meetings with them. The Association Manager reported he had contacted PG&E and was told they would contact him, but he had not heard from them.

Michael Toback reported the original trademark request had been abandoned. This was expected. The latest update on the new application general notice had said an attorney

Jim Foley asked about an update on the getting the fobs in the alarm system. The Association Manager reported no changes had been made as no decision on what to the name to change the fobs entries. The Association Manager will work with Tom Schmidt and they will move the process forward.

Jim Foley updated the Board on issues with the backflows. The issues are not completely resolved but the Backflow Prevention Specialists are still working on the remaining minor issues.

Laurel Smith reported the committee created to update the operating rules had come up with a draft update. She recommended the Board hold a special meeting just to discuss the updated rules. She will send out the draft to the Board for review then a meeting could be setup.

Jim Foley reported he had asked for a proposal to have a well drilled at the Vineyards. He is waiting for the proposal.

Easements for access to exclusive use common areas was discussed. Sections of the CC&R were reviewed. The discussion brought up because of a dispute between Jeff Klopotic and Gloria Felcyn. Michael Toback made a motion that the Board does not take up the matter and allow Gloria and Jeff to resolve the dispute. Laurel Smith seconded the motion and it passed unanimously with Jeff and Gloria recusing themselves from the vote.

There was an extensive conversation about posting information about official HOA business on NextDoor and signing it as a member of the Board of Directors. The Association Manager suggested the Board create and adopt an official code of conduct that would be adopted by the Board. Several legal statutes were cited and the matter was not resolved. Jim Foley asked the Board for approval to contact the HOA's attorney, James Hillman, about the matter. Laurel Smith motioned to allow Jim Foley to contact James Hillman. Michael Toback seconded the motion and it passed unanimously.

**ITEM VIII – Hearings**

A hearing for illegal recycling by the tenants of 19214. Hong Lin, property manager for 19214, stated that he was not aware that boxes were required to be broken down. Jim Foley asked if the tenants were provided a copy of the CC&Rs and Operating Rules. Hong Lin responded he had provided the tenants a copy of the CC&Rs but not required them to read them. Laurel Smith stated there are signs on all the garbage enclosures that clearly state that boxes need to be broken down. Hong Lin assured the Board he would make sure the tenants are aware of this procedure.

A hearing for 19204 regarding a security violation at the clubhouse where one of the doors at the clubhouse was propped open. Michael Toback summarized the violation for the Board. There was no representative for 19214 present

**ITEM VIII - Adjournment**

The Board Meeting was adjourned at 8:33 PM. The next meeting of the Board of Directors is scheduled for October 14th, 2021. 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.

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Vineyards of Saratoga Homeowners Assoc.

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Date