

**VINEYARDS OF SARATOGA HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
December 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.
Matt Newton	Santa Clara County Sheriff's Department
Chris Burns	Homeowner
Pam Nomura	Homeowner
Tony Fisher	Homeowner

ITEM I - Call to Order – President Jim Foley called to order the Board of Directors meeting at 7:02 PM via GoToMeeting

ITEM II – Open Forum

Pam Nomura asked about watering of the redwood trees. Chris Burns let everyone know that the water is continuously running at the advice of the HOA's arborist.

Detective Matt Newton introduced himself. He has taken over the Saratoga area and is working to reach out to communities. Detective Newton fielded a variety of questions from the Board and members present.

Jim Foley made a motion to add proposals received after the agenda had been posted. Laurel seconded and the motion passed unanimously.

ITEM III – Review and Approval of the Minutes

- A. The Board reviewed the two drafts of minutes for the October 14th, 2021 Board of Directors executive session meeting and November 4th 2021 Emergency Executive Session Board of Directors meeting. Michael Toback motioned to approve the first draft of October 14th, 2021 Board of Directors executive session meeting and November 4th 2021 Emergency Executive Session Board of Directors meeting. Laurel Smith seconded and the motion passed with a vote of six to one. with Jeff Klopotic voting against. Michael Toback motioned to approve the regular and executive session minutes for November 11, 2021 meeting minutes. Laurel Smith seconded and the motion passed with a vote of six to one. with Jeff Klopotic voting against.

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 November 30, 2021. Gloria Felcyn briefed the Board and members on the November financials.

Delinquencies were discussed

- B. Security
- Jeff Klopotic reported there was an armed robbery in Cupertino earlier in the month.

C. Maintenance

- Jim Foley reported the work that ACS started on garage repairs was mostly completed. There is just minor things that need to be done to finish the job.
- Jeff Klopotic reported there is still water leaking in to the garages of units 19223, 19224 and 19231 even with only minor rain. Michael Toback let the Board know he and Jim Foley had looked at a possible solution called tsunami door seals.

D. Landscaping

- Chris Burns reported annual tree trimming was completed.

E. Newsletter

- Article on Detective Newton with the Santa Clara County Sheriff's Department
- Chris Burn will send an article about the lemon trees in the common area
- Michael Toback will provide an article on the new private NextDoor sites he put up.

ITEM V – Association Manager's Report

- A. The Board reviewed the work order history for the past 30 days.
Laurel Smith reported the work order for lights at the clubhouse had been entered incorrectly.

ITEM VI – Correspondences

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

ITEM VII – Other Business

Two requests for installing solar panels were discussed. Gloria Felcyn motioned to create a committee comprised of Jim Foley, Tom, Schmidt and Michael Toback to approve the required documents and the requests. Laurel Smith seconded and the motioned passed unanimously.

The insurance renewal was discussed. Michael Toback made a motion to approve the proposal from James O'Connor where the deductible is raised from \$5,000 to \$10,000. Laurel Smith seconded and the motion passed unanimously.

A proposal from Cintas to replace the fire extinguisher enclosures was discussed. Michael Toback made a motion to approve the proposal. Gloria Felcyn second and the motion passed unanimously

An updated contract from Community Management Service was discussed. Tom Schmidt motioned to approve the updated contract. Gloria Felcyn seconded, and the motion passed unanimously.

Jim Foley reported he spoke with Don with Sector Security about the gate installation, and he is having staffing issues. Jim Foley recommended sticking with Sector Security. The Board agreed but wants to see some progress such as designs. Jim Foley will follow up with Sector Security.

The property tax notices were discussed. Jeff Klopotic reported he had received an email notifying him that a check would be sent to the HOA refunding taxes that had been paid.

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

Michael Toback reported he had nothing further at this on the EV charging station. The Association Manager asked to turn over getting in touch with PG&E over to the Board. Michael Toback and Tom Schmidt will take over getting in touch with PG&E.

Michael Toback reported the trademark application was assigned to an examiner.

Laurel Smith reported the committee has come up with another draft of the updated operating rules. There are a few more changes that need to be made then she will send the draft to the Board for review.

Jim Foley presented an estimate for drilling a well to the Board. Michael Toback made a motion to approve the proposal for \$94,266. With the caveat that Jim Foley determines costs associated running the well still makes it cost effective. Laurel Smith seconded and the motion six to one with Jeff Klopotic voting against.

Jim Foley reported the water study is still a work in progress. The Board asked the Association Manager to send Jim Foley and Tom Schmidt a copy of the utility log for 2019, 2020, and 2021.

The need for a Board ethics document was discussed. The committee has met. They changed the name of the document to Board of Director Code of Conduct. They have a draft of the document, but it has not been finalized yet.

SB 326 was briefly discussed. Jim Foley has been in touch Alfred Rafuson but needs to follow with him on the decks.

Jim Foley briefed the Board on the status of damage caused by a leak in 19418 affected both 19418 and 19419. He has been in touch with the insurance company for 19418 and a claim has been filed. The leak has been repaired and remediation has been completed. Estimates for repairs to the exterior walls may be required.

A proposal from Backflow Prevention Specialist was discussed. Tom Schmidt motioned to approve the proposal. Laurel Smith seconded, and the motion passed unanimously.

The trellises on patios and decks around the community were discussed. Jim Foley stated he believes that trellises on patio and decks are not original construction so should not be HOA responsibility. The Board agreed.

Jim Foley reported he has been negotiating with the insurance company for the fire lane damage. He has got them to agree to up to \$23,000. He plans to get a check instead of having work done so work could be done in conjunction some other work that is needed.

ITEM VIII – Prior Meeting Executive Session Summary

During an Emergency Executive Session meeting on the November 4th legal matters were discussed. During the Executive Session meeting on November 11th three improper recycling hearings were deliberated on.

ITEM IX – Adjournment

The Board Meeting was adjourned at 9:31 PM. The next meeting of the Board of Directors is scheduled for January 13, 2022. 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