

**VINEYARDS OF SARATOGA HOMEOWNERS' ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**October 12, 2023**

**BOARD MEMBERS**

Jim Foley	President
Michael Toback	Vice President
Laurel Smith	Secretary
Gloria Felcyn	Treasurer (Absent)
Charles Sudderth	Director
Tom Schmidt	Director
Pam Nomura	Director

**OTHERS PRESENT**

Bill Oldfield	Community Management Services, Inc.
Carolyn Carter	Homeowner
Anson Yuan-Cheng	Homeowner
Tony Fisher	Homeowner
Bill Pope	Homeowner

**ITEM I - Call to Order** – President Jim Foley called to order the Board of Directors meeting at 7:04 PM.

**ITEM II – Open Forum**

Anson Yuan-Cheng asked about getting his unit treated for termites. The Association Manager let Anson know that Jim Foley, the Board President, is working on an official document on treatment of termites within the Vineyards of Saratoga.

Tony Fisher notified the Board he spoke at the City of Saratoga Housing Planning commission meeting on Wednesday October 11, 2023. He recommended a balanced plan to limit new construction in some areas of the city to two stories or less.

Bill Pope asked about the status of two architectural change request applications. The Association Manager let him know that the Board would review and, most likely, approved later in the meeting.

Carolyn Carter asked about the responsibility of the recycling company if they had broken bottles in the dumpster enclosure. The Board and Association Manager let her know that it could have been broken by someone else and that the janitorial service cleans the garbage enclosures on a regular schedule.

Carolyn Carter asked about an issue with her garage door. The Board confirmed the information that the Association Manager had provided her. The garage opener is her responsibility.

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

- A. The Board reviewed the August 24<sup>th</sup>, 2023, Special Board of Directors Meeting, August 24<sup>th</sup>, 2023 Special Executive Session Board of Directors Meeting, September 14<sup>th</sup>, 2023 Board of Directors Meeting, and September 14<sup>th</sup>, 2023 Executive Session Board of Directors Meeting, and September 28<sup>th</sup>, 2023 Special Board of Directors Meeting minutes. Michael Toback motioned to approve all minutes as submitted. Pam Nomura seconded, and the motion passed unanimously.

**ITEM IV - Committee Reports**

- A. Financial Report  
Michael Toback reported to the Board on behalf of the Subcommittee of the Board. The subcommittee was not able to meet so the September financials will be reviewed for the next meeting.

Delinquencies were briefly discussed.

- B. Security  
Tom Schmidt reported he has a couple of things to investigate.

C. Maintenance

- Jim Foley and Tom Schmidt reported there is some work to be done on one of the gates, a hasp on enclosure #5, and there is a gutter repair scheduled for one of the units.
- Jim Foley reported the creek tree removal and cleanup had been completed.
- Jim Foley motioned to amend the agenda to include proposals for removing bats and concrete work. Michael Toback seconded the motion and it passed unanimously.
- A proposal from FRANCOS GENERAL CONSTRUCTION was reviewed. Michael Toback motioned to approve the installation of drainage behind 19123 & 19124 and approve the work near pond #6 with the approval of Jim Foley. Pam Nomura seconded the motion and it passed unanimously.
- A proposal from Animal Damage Management for bat mitigation was reviewed. Michael Toback motioned to approve the proposal. Laurel Smith seconded, and the motion passed unanimously.

D. Landscaping

- Laurel Smith reported work at the rear of the community had been completed.
- Several trees that were required to be planted had been planted.
- Charles Sudderth asked about a section of fence left after the creek cleanup. Jim Foley let the Board know that the landscaper would clean that up.

E. Newsletter

- Halloween trick or treating
- Clubhouse repair is completed.
- Vehicle break-ins. Remind people to never leave anything visible in their vehicle.
- Pool heat will be shut off soon.

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

- A. Work orders were reviewed.
- B. The calendar was reviewed.
- C. Correspondences were reviewed.

**ITEM VII – Other Business**

- A. An architectural change request to install an awning was reviewed. Michael Toback motioned to approve the request with the caveat that the awning is installed on the header. Pam Nomura seconded, and the motion passed unanimously.
- B. An architectural change request from Bill Pope to install solar panels on his garage. Michael Toback made a motion to approve the proposal contingent on Jim Foley approving the plans which were not in the packet, the homeowner provides proof of liability insurance, and files a solar covenant with Santa Clara County. Charles Sudderth seconded, and the motion passed unanimously.
- C. A proposal from IQV and WM Structural for a SB 326 inspection was briefly discussed.
- D. Lighting upgrade. Michael Toback reported he has not heard from Homeworx. He will follow up with them.
- E. The installation of a security gate was briefly discussed. Jim Foley reported he sent the drawing for the gate to the City of Saratoga.
- F. The water use study was briefly discussed.
- G. The well project was briefly discussed. Jim Foley has been doing some research on this and will have an update at the next meeting.
- H. SB9 Poison Pill – Jim Foley has done a little on how to prevent lot splitting.
- I. Clubhouse repairs were briefly discussed.
- J. The 2024 election was discussed. Michael Toback motioned to approve package 2 from Liberty Election. Laurel Smith seconded, and the motion passed unanimously.

**ITEM VIII – Prior Meeting Executive Session Summary**

The Executive Session in September was on legal matters and discussion about a request for ADR.

**ITEM X – Adjournment**

Jim Foley motioned to adjourn the meeting at 8:17 PM. Laurel Smith seconded, and the motion passed unanimously. The next meeting of the Board of Directors is scheduled for November 9, 2023. The meeting will be held at the Vineyards clubhouse.

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Vineyards of Saratoga Homeowners Assoc.

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Date