

VINEYARDS OF SARATOGA HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
April 11, 2024

BOARD MEMBERS

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

OTHERS PRESENT

Bill Oldfield	Community Management Services, Inc.
Chris Burns	Homeowner
Drew Thrall	Homeowner
Jeff Klopotic	Homeowner
Anne Johnson	Homeowner
Susanne Sauter	Homeowner
Carole DiFilippi	Homeowner

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

ITEM II – Open Forum

Carole DiFilippi reported her front door was damaged by water damage from the sprinklers and she wants the HOA to paint it for her. This will be discussed by the Board later in the meeting.

Anne Johnson updated the Board and members present on the status of City of Saratoga housing element approval. There was a discussion on the topic.

ITEM III – Review and Approval of the Minutes

- A. The Board reviewed the March 14, 2024, Board of Directors Meeting and March 14, 2024, Executive Session Board of Directors Meeting minutes. The Association Manager reported he noticed the March minutes listed January instead of February under the section about the previous executive session meeting and Deborah Matheson last name was not spelled correctly in the regular meeting minutes. He had corrected the mistakes. Pam Nomura asked to have the word why changed to how in the first item listed for open forum in the regular meeting minutes. The Association Manager made the change. Michael Toback motioned to approve regular meeting minutes as amended and executive session minutes as amended. Tom Schmidt seconded, and the motion passed unanimously.

ITEM IV - Committee Reports

- A. Financial Report
- B. Michael Toback 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 the month ending March 31, 2024. Michael Toback and Tom Schmidt briefed the Board and members on the financials. Michael Toback also reported the committee had closed the 2023 fiscal year as recommended by the CMS accountant.

Delinquencies were briefly discussed. The Board asked the Association Manager to provide a list of homeowners for which we do not have an email and/or phone number.

- C. Security
- Tom Schmidt reported that the dumpster three camera is back online.

- C. Maintenance
 - Jim Foley reported the back gate repair has been completed.
 - Jim Foley reported there is a drainage issue in the three hundreds where the area the gutters are draining do not have sufficient drainage capacity to handle the runoff. He is going get a work order issued to have the gutters reconfigured.
- D. Landscaping
 - Chris Burns reported Commercial Tree has started work on the three proposals approved at the last meeting.
 - Laurel Smith reported the landscaping committee will be replanting the front area in the near future.
- E. Newsletter
 - Spring cleaning dumpsters.
 - Reminder to ensure the management company has owner's contact information.
 - Notice that Drew Thrall was appointed to the Board of Directors.
 - Report illegal parking to the Association Manager.
 - Reminder homeowners are responsible for all actions of contractors working for them.
- F. CC&R Committee
 - Jim Foley reported he had contacted Sharon Pratt for an estimate for updating the CC&Rs but had not received a response.

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. Appointing a homeowner to the Board. Tom Schmidt motioned to appoint Drew Thrall to serve as a Director on the Board. Michael Toback seconded, and the motion passed unanimously.
- B. Appointment of officers was discussed. The Board decided not to make any changes.
- C. Lighting upgrade: Michael Toback briefed the Board and members present on the status of the solar lighting project approved at the October meeting. New solar panels and batteries have been installed at this time.
- D. The installation of a security gate was briefly discussed. Jim Foley reported the permit from the City of Saratoga has been received. Don Riley with Sector Security would like to meet with the Board. Jim Foley asked him to put together options for review before a meeting is set.
- E. The water use study was discussed. Pam Nomura sent a completed water study comparing water usage for the last two years to Jim Foley and Tom Schmidt.
- F. The well project was briefly discussed.
- G. Jim Foley is still working on a document about termites in the community.
- H. Fob replacement cost was discussed. Tom Schmidt motioned to reduce the cost for fob replacement to \$100. Michael Toback seconded and the motion passed unanimously.
- I. SB 326 inspection was briefly discussed. Jim Foley is continuing to work on getting the inspection done.

ITEM VIII – Prior Meeting Executive Session Summary

The Executive Session in March for two hearings and legal matters.

ITEM IX – Adjournment

Michael Toback motioned to adjourn the meeting at 7:54 PM. Tom Schmidt seconded, and the motion passed unanimously. The next meeting of the Board of Directors is scheduled for May 9th, 2024. The meeting will be held at the clubhouse.

Vineyards of Saratoga Homeowners Assoc.

Date