VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS MEETING JULY 12, 2012

BOARD MEMBERS

Jim Foley

President

Frank Hedges

Vice-President

Laurel Smith

Secretary

Gloria Felcyn

Treasurer

Ruut Van Den Hoed

Director

Steve Gillen

Director (absent)

Jim Turke

Director

OTHERS PRESENT

Luis Heredia

Community Management Services, Inc.

<u>ITEM I</u> - Call to Order – President Jim Foley called to order the Board of Directors meeting at 7:10 PM at the association's clubhouse.

ITEM II - Open Forum

There were no homeowner issues brought before the board during the open forum portion of the meeting.

ITEM III – Approval of the Minutes

- A. The board reviewed the minutes from June 14, 2012 board of directors executive session. Laurel Smith made a motion to approve the minutes as presented. Frank Hedges seconded the motion and the motion carried.
- B. The board reviewed the minutes from June 14, 2012 board of directors meeting. Laurel Smith made a motion to approve the minutes as presented. Frank Hedges seconded the motion and the motion carried.

ITEM IV - Committee Reports

A. Financial Report – June 30, 2012

Gloria Felcyn reported to the board that the financials had been emailed to her by the CMS accountant Jill Grellman. Gloria had not found any discrepancies with the financials but wanted to discuss the investments of the association in light of the recent expenditures for the streets and for the upcoming clubhouse renovation. Gloria wanted to insure that the funds would be available for the projects when needed without compromising any interest regardless of the amount. Jim Foley recommended a conference call between Gloria, Jill, and himself to review the timing of the CDs since he and Jill had already worked out a schedule for the next couple of years.

- B. Aging Report May 31, 2012
 - The Board reviewed the aging report for June 30, 2012 and the two small claims cases were being addressed by Allied Trustee Services.
- C. Security

There was not report given.

D. Landscape

Steve Gillen was not present and no report was given.

E. Maintenance/Clubhouse

Jim Foley reviewed the current clubhouse project with the board. GB Group would begin on July 16th and would fence off the areas around the clubhouse in order to secure the area and to keep the members safe. The restrooms would remain open during the renovation, but would be fenced off when the renovation on the restrooms would begin.

Jim informed the board that following the exterior work to the clubhouse GB Group would be addressing the interior, including the windows and doors, the restrooms, and finally the kitchen. Jim would continue to work with the City of Saratoga and request over the counter permits on a phase to phase basis.

ITEM V - The Association Manager's Report

The Board reviewed the remaining action items as well as the work order history for the past 30 days. The board also reviewed the 2012 Association's calendar.

ITEM VI - Other Business

A. Clubhouse Rental Contract

The Board of Directors reviewed the Clubhouse Rental Contract and made some immediate changes. The Manager would include the changes and email the contract to the board for further review.

<u>ITEM VII</u> – Correspondence

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

ITEM VIII - Newsletter Articles

- 1. Smoke Free environment
- 2. ACH Agreement
- 3. Clubhouse (No Events)
- 4. Coyote Sighting

ITEM IX - Adjournment

The Board Meeting adjourned at 8:10 PM. The next meeting is scheduled for August 9, 2012, beginning at 7:00 PM in the clubhouse.

ITEM X – Executive Session

The Board of Directors adjourned into executive session to address member discipline.

As approved by the Board of Directors,

Vineyards of Saratoga Homeowners Assoc.

Date