

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MAY 12, 2016**

BOARD MEMBERS

Jim Foley	President
Michael Toback	Vice President
Laurel Smith	Secretary
Gloria Felcyn	Treasurer
Anna Scicinska	Director
Dave Katleman	Director
Jeffrey Klopotic	Director

OTHERS PRESENT

Nora White	Homeowner
Samer Sharaiha	Homeowner
Martha Lee Soares	Homeowner
Eric Hawkes	Homeowner
Carolyn Carter	Homeowner
Nilda Retamoso	Homeowner
Esther Faria	Homeowner
Maryellen Swigert	Homeowner
Judith Pincus	Homeowner
Luis Heredia	Community Management Services, Inc.

ITEM I - Call to Order – President Jim Foley called to order the Board of Directors meeting at 7:01 PM at the association's clubhouse.

ITEM II - Open Forum

- Samer Sharaiha owner of 19310 requested an update on the repairs to his unit.
- Eric Hawkes inquired as to the possible repairs to the patio fence.
- Carolyn Carter presented and donated a framed picture of Paul Masson Winery.
- Martha Soares informed the Board that she was preparing to rent her unit and wanted the walls along the entrance to the unit washed. M. Soares also commented on the condition of the landscaping.
- Nilda Retamoso informed the Board of wasps and termites at home which she had already addressed.
- Judith Pincus informed the board she was upset she received a hearing letter regarding the occupancy form.

ITEM III – Review and Approval of the Minutes

- A. The Board reviewed the minutes from April 14, 2016 Board of Directors meeting. Laurel Smith made a motion to approve the minutes as presented. Gloria Felcyn seconded the motion and the motion carried.

- B. The Board reviewed the executive session minutes from April 14, 2015 Board of Directors meeting. Laurel Smith made a motion to approve the minutes as presented. Gloria Felcyn seconded the motion and the motion carried.
- C. The Board reviewed the special meeting held on April 18, 2015 Board of Directors meeting. Laurel Smith made a motion to approve the minutes as presented. Gloria Felcyn seconded the motion and the motion carried.

ITEM IV - Committee Reports

A. Financial Report – April 30, 2016

- The Board of Directors reviewed the current reconciliations and account statements of the Association's operating and expense accounts for the past month, the operating and reserve revenues and expenses compared to the current year's budget, as well as the income and expense statement of the Association's operating and reserve accounts. Gloria Felcyn reported to the Board on the end of Associations end of fiscal year and indicated the Association ended the year with a \$20,000.00 deficit, which after reviewing all of the expenditures the deficit was primarily due to the water. Gloria Felcyn then reported on the year to date for 2016 the current operating account as of April was \$99,001.33 and total reserves of \$2,353,415.66 Total income for April was \$80,225.29 with expenses for the month of \$74,667.70 reflecting an income over expenses of \$5,557.69 for the month of April.
- The Board of Directors reviewed the aging report for April 30, 2016.

B. Maintenance

- James Turke informed the Board that he needed help in cleaning out the shop behind unit 19110 Vineyard Lane. James Turke was also offering the use of his truck to move all of the stuff into the large garbage dumpsters rented by the Association. James Turke also noted that the lights that used to be installed on the Clubhouse were missing. Jim Foley indicated the lights were in the shop most likely behind all of the debris.

C. Landscaping

- Laurel Smith reported the Landscape Committee was having the tree behind 19310 removed by Commercial Tree. The rest of the Redwoods were doing well or were showing signs of green.

D. Governing Documents

- Jim Foley asked the update of the governing documents be moved the executive session.

E. Newsletter

- Anna Scicinska would be including articles regarding placing all garbage in bags, swimming pool etiquette, memorabilia, summer picnic (volunteers), and mosquitos.

F. Security

- David Katleman informed the board that of the two firms that were approved at the last meeting Bay City Automatic Gates have been the most responsive. The other company had not responded so even though the Board had approved the installation of the cameras it had been difficult to complete the project if the companies don't respond.

G. Clubhouse

- David reported the cameras in the clubhouse were fully operational and David had rerouted the antenna behind the television to ensure no one would try and move it.

ITEM V – Association Manager’s Report

- A. The Board reviewed the action item list from the past 30 days. The Board also reviewed the work order history for the past 30 day, and the 2016 Calendar.

ITEM VI – Correspondences

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

ITEM VII – Other Business

- A. The Board of Directors discussed the electronic meters and how best to approach the issue electric vehicles. It was reported that PG&E was not cooperative when approached regarding this issue. It was unclear whether there was enough amperage for each vehicle to have an electric vehicle charger.
- B. The Board of Directors discussed the issues between units 19213 and 19214. Dave Katleman indicated he had spoken to both parties and encouraged them both to speak with each other and try and work out any issues. Suggesting both parties seek mediation may be the next step.
- C. Jim Foley reported on the gas leak as reported by unit 19118. New Pipes Plumbing had been working on the repairs to the two units and had been able to replace a part of the gas line to restore heat and hot water to the units. New Pipes was still working on making a permanent repair.

Jim also reported that a gas leak was also found in the line to the water heater for the spa. New Pipes would inspect and it may be a simple repair or it may be necessary to trench from the pool pump house out to the unit across from the pool gate which is where the gas meter is located. If it is necessary to trench it may be worth installing empty sleeves for future use.

- D. The Board of Directors reviewed the proposal from M.P. Construction for the concrete repairs throughout the community with the understanding there may be additional areas for grinding.. Gloria Felcyn made a motion to approve the proposal from M.P. Construction as presented. Anna Scicinska seconded the motion and the motion carried.
- E. Jim Foley informed the Board that the owner of unit 19304 Maryellen Swigert was requesting more time to present her decision on the repairs to the water leak at her unit.

ITEM VIII – Hearings

- A. The owner of unit 19461, Louise De Putron was not present to discuss the issue illegal dumping by her tenants.

- B. Other than Judith Pincus of 19702 Vineyard Lane, there were no other owners present regarding the occupancy form

ITEM VIII – Executive Session

- A. The Board adjourned into executive session to address member disciplinary action.

ITEM VIII – Adjournment

- A. The Board reconvened the open meeting and adjourned at 8:53. The next Board of Directors meeting is scheduled June 9, 2016 at the Association's Clubhouse.

 Secretary
Vineyards of Saratoga Homeowners Assoc.

7/14/16
Date