

**VINEYARDS OF SARATOGA HOMEOWNERS' ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**November 11, 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. |
| Chris Burns         | Homeowner                           |
| Pam Nomura          | Homeowner                           |
| Trudy Grable        | Homeowner                           |
| Jennie M Hutchinson | Homeowner                           |
| Wenlong Zhang       | Homeowner                           |
| Tony Fisher         | Homeowner                           |

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

**ITEM II – Open Forum**

Michael Toback let the members know that as a homeowner, not a Board member, he had started a new private area on NextDoor for Vineyards of Saratoga. The area would be private for Vineyards of Saratoga. He created two areas, one for homeowners and one for residents and homeowners. The Board decided to test these groups before announcing the new groups.

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

- A. The Board reviewed the minutes for the October 14<sup>th</sup>, 2021 Board of Directors regular and executive session meetings. Laurel Smith motioned to approve the October 14<sup>th</sup>, 2021 regular meeting minutes. Jeff Klopotic brought up some specifics on several topics. No changes were requested by the Board. The regular minutes were approved with a vote of six to one with Jeff Klopotic voting against. Michael Toback motioned to approve the executive session meeting minutes. Laurel Smith seconded and the minutes were approved 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 October 31, 2021. Gloria Felcyn briefed the Board and members on the October financials.

Delinquencies were discussed

B. Security

- Tom Schmidt reported they are still work on getting camera covering dumpster #3 back online.
- Tom Schmidt reported the new lights are working well.
- Tom Schmidt reported the times on the cameras had not changed automatically so he contacted See Clear and they resolved the issue.
- Jeff Klopotic reported the crime in the areas around The Vineyards of Saratoga had increased since his last report. He has read that some homeless encampments are being visited by gangs for the purpose of selling drugs.

C. Maintenance

- A proposal for repairs to four garages in the 19200 block from ACS was discussed. Laurel Smith motioned to approve the proposal and give the maintenance committee the authority to determine if option 1 is needed or not. Tom Schmidt seconded, and the motion passed unanimously.
- Jim Foley reported Tom Schmidt has been working with Homeworx on turning up the garbage enclosures.
- Jim Foley reported he and Tom Schmidt will be testing fire hydrants to ensure they operate when the main water valve is turned off.
- Tom Schmidt reported he has contacted the guy the Vineyards uses to maintain the gym equipment to schedule maintenance.

D. Landscaping

- Chris Burns reported there are several homeowners who have not complied with requests to mitigate landscaping violations. The Board asked Chris Burns to work with the Association Manager to get hearing letters sent out.
- Chris Burns reported annual tree trimming will probably be completed next week.

E. Newsletter

- An article written by Tony Fisher was discussed. Michael Toback made a motion to include the article. The motion was seconded and passed with Jeff Klopotic voting against.
- Reminder to wear light clothing and/or carry a flashlight when walking in the Vineyards

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

- A. The Board reviewed the work order history for the past 30 days.

**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 seconded and the motioned passed unanimously.

The insurance renewal was discussed. The matter was tabled until the next meeting.

There was no update on the gate installation. Jim Foley reported he has been in touch with Sector Security and is waiting for details on the gate design

The property tax notices were discussed. There was confusion about clearing the assessments that are still on the books. The Board asked the Association Manager to send them previous notices that had been received.

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 reported he has not heard back from PG&E and would be following up with them.

Michael Toback reported the expected wait time for patents is six months.

Laurel Smith reported the committee had not met again on changes to the operating rules.

Jim Foley reported the well is on hold until the fire hydrants are figured out.

Jim Foley explained that the cost for the gate and well will be over 10% of the budget so the cost would have to be approved by the HOA members. Jim Foley will work on a draft a ballot to send out for approval.

The water study is still a work in progress.

The need for a Board ethics document was discussed. Laurel Smith made a motion to create a committee charged with creation of the document. The committee would be comprised Michael Toback, Laurel Smith, and Gloria Felcyn. Jim Foley seconded, and the motion passed six to one with Jeff Klopotic voting against.

SB 326 was briefly discussed. Jim Foley asked the Association Manager to get him contact information for Alfred Rafuson.

Appointing an inspector of elections was discussed. Tom Schmidt motioned to approve package number two from HOA Election Services. Gloria Felcyn seconded. and the motion passed unanimously.

**ITEM VIII – Hearings**

A hearing for illegal dumping by 19106 was held. Michael Toback briefed the Board on the violation. Trudy Grable, the homeowner, stated the tenants were unaware of the rules and had seen others leaving out boxes so decided it was normal. Her property manager had notified the tenants about the requirements for recycling at the Vineyards.

A hearing for illegal dumping by 19236 was held. Michael Toback briefed the Board on the violation. Wenlong Zhang explained he always breaks down boxes, but his parents had put the boxes in the recycling bin and not broken them down. He promised this would not happen again.

A hearing for illegal dumping by 19111 was held. Michael Toback briefed the Board on the violation. Jennie Hutchens, the homeowner, apologized for the mess, and respectfully requested that in lieu of a fine she be assign community service of some kind.

**ITEM VIII - Adjournment**

The Board Meeting was adjourned at 8:26 PM. The next meeting of the Board of Directors is scheduled for December 9th, 2021. 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.

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Vineyards of Saratoga Homeowners Assoc.

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Date