

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
AUGUST 12, 2008**

BOARD MEMBERS

Conrad Sanford	President
Lynn Comer	Vice President
Scott Smithwick	Secretary
Carl Middione	Treasurer
Heath Birkendahl	Director

OTHERS PRESENT

Bill Hubbard	Community Management Services, Inc.
4 owners	

ITEM I – Open Forum

Any items discussed that require action by the Board will be placed on the agenda for the following Board meeting, unless determined to be a safety or structural issues that needs immediate attention.

ITEM II – Call to Order

President Conrad Sanford called the Board of Directors meeting to order at 6:56PM.

ITEM III – Approval of Minutes

A motion was made, seconded and carried to approve the July 8, 2008 Board of Directors meeting minutes as corrected.

ITEM IV - Committee Reports

A. Landscape

1. The Board approved a proposal from Lewis Tree for tree maintenance throughout the complex, at a total cost of \$34,685.00.

B. Architectural

1. After a 30 day review by the membership, the Board officially approved the new guidelines for screen doors.

C. Parking

Once vehicle was towed during the month.

D. Social Committee

Carl Middione reported that the next social event will take place on September 20, 2008 in the clubhouse with coffee, ice cream, and cake from 1-5PM.

E. CC&Rs/Bylaws Rewrite Committee

Management reported that there were approximately 165 ballots returned to date. The Board extended the deadline for ballots until October 1, 2008.

ITEM V - Treasurer's Report – Financial Statement for period ending July 31, 2008.

- A. The Board of Directors reviewed the current reconciliations and account statements (unaudited) of the Association's operating and expense accounts for the 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.

	<u>July</u>	<u>Year-to-Date</u>
Income(\$)	110,200.45	764,369.74
*Expense(\$)	114,261.10	759,851.94
	*includes monthly contribution to Reserves	
Total Cash & Savings(\$):	1,496,973.19	
**Reserve Expenditures Year to Date(\$):		158,867.54
Reserve Fund Balance(\$):	1,374,568.48	

- B. The Board reviewed the assessment account aging report dated July 31, 2008. All other accounts in excess of 90 days delinquent will be sent to a collection company.

1. The Board passed a motion to discontinue collections efforts on a unit that was foreclosed by the senior lien holder.

- C. 2009 Budget

The Board reviewed the 1st draft of the 2009 budget. More review and discussions will take place. The budget must be approved and mailed to each owner by no later than November 30, 2008.

ITEM VI - Association Manager's Report

- A. Action Item List – The Board reviewed the action list since the previous meeting.
- B. Correspondence –The Board reviewed correspondence since the previous meeting.
1. The Board reviewed correspondence regarding a problem with cigarette smoke from one unit entering an adjacent unit. The Board also reviewed a legal opinion regarding this issue and agreed with the opinion that the problem needed to be resolved by the parties involved.
 2. The Board reviewed a request from an owner to have the balcony resurfaced to reduce the slope of the deck. The Board agreed that the slope was there when the balcony was built and the association should not take on the expense of reducing the slope.
 3. The Board held a hearing to discuss reimbursement of a plumbing repair expense of \$438.73. The Board agreed that the expense should be billed to the assessment account of the owner because the plumbing repair took place inside the unit.
 4. The Board held a hearing to discuss reimbursement of a repair expense incurred repairing damage caused by the unauthorized redesign of exterior window boxes to hold dirt and live plants. The resulting design caused significant damage to the underlying building framing behind the window boxes. The \$8,139.82 cost for repairs and restoring the window boxes to their original design will be billed to the assessment account.

ITEM VII - Old Business

- A. Security Patrol Report – The Board reviewed the July, 2008 security report.
- B. Insurance

The Board reviewed correspondence from Monterey Insurance confirming that the company would cover the cost of increasing the coverage for sewer-related damage from \$5,000 per building to \$50,000 per building, as well as assume financial responsibility for up to \$50,000 in damages (less the deductible) for the recent damage caused by a malfunctioning toilet. The Board has received partial reimbursement and will finalize assessment of balance to the responsible owner by the next meeting.

C. Chimney Inspections

The Board reviewed a report submitted by Carter-Gough Construction regarding maintenance recommendations on chimney caps, exterior surfaces of chimneys, and other exterior items on units. Management was asked to get bids on recommended work.

D. Cement Repairs at 1848 Ashmeade

The Board passed a motion, with Lynn Comer dissenting, to equally share in the cost of repairing a portion of a cement patio that was damaged during the repairs of leaking gas lines that passed under a portion of the patio.

F. Foxhall Loop/Donovan Court Fencing Project

The project began during the week of July 15, 2008 and should be completed around the 1st of September.

G. Barbecues

The Board reviewed the language for the new open flame barbecue law and agreed to forward a copy of the law to all owners.

ITEM VIII - New Business

A. Clubhouse Upgrades

This item was deferred until the next Board meeting.

B. Newsletter Items

1. new law regarding barbecues

ITEM IX - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:32PM. The next Board meeting will take place on September 9, 2008.

Approved as submitted,
