

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
DECEMBER 14, 2010**

BOARD MEMBERS

Lynn Comer	President
Conrad Sanford	Vice President (Absent)
Ken Swezey	Secretary
Carl Middione	Treasurer
Heath Birkendahl	Director

OTHERS PRESENT

Bill Hubbard 3 owners	Community Management Services, Inc.
--------------------------	-------------------------------------

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 Lynn Comer called the Board of Directors meeting to order at 6:55PM.

ITEM III – Approval of Minutes

A motion was made, seconded and carried to approve the minutes of the November 9, 2010 Board of Directors meeting.

ITEM IV - Committee Reports

A. Landscape

1. The Board reviewed the minutes from the November 17, 2010 committee meeting.

B. Architectural

The Board discussed input from owners regarding the draft of proposed window covering rules and agreed to continue review and discussion of the proposed rule.

C. Parking

After reviewing owner input regarding the proposed elimination of two “guest only” parking spaces so that two “open” parking spaces can be added on Huxley Court, the Board approved a motion to proceed with the parking changes

D. Social

NONE

E. Clubhouse

After reviewing owner input regarding proposed changes to the Clubhouse Usage Agreement and Guidelines, the Board amended the Clubhouse Usage Agreement and Guidelines and will send them out to the members for a another 30-day member review and comment period.

ITEM V - Treasurer's Report – Financial Statement for period ending November 30, 2010.

- 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>November</u>	<u>Year-to-Date</u>
Income(\$)	108,234.21	1,196,849.98
*Expense(\$)	114,138.80	1,175,051.66
*includes monthly contribution to Reserves		
Total Cash & Savings(\$):	2,044,365.18	
**Reserve Expenditures Year to Date(\$):	231,098.01	
Reserve Fund Balance(\$):	1,884,503.02	(includes \$272,000.00 in EQ fund)

- B. The Board reviewed the assessment account aging report dated November 30, 2010. All other accounts in excess of 90 days delinquent will be sent to a collection company.

1. The Board approved the following collection resolutions :

Resolved, pursuant to CA Civil Code section 1367.4 the Board for the Association authorizes and instructs Stonehenge Trustee Services to file a lien and foreclose upon the lien, if necessary, for the full amount of unpaid assessments, late charges, interest, and collection fees and costs against the property, parcel #284-46-037, if such account has not been reinstated on or before the date that the Notice of Default expires. The Board also authorizes STS to cause the property to be sold if such account has not been reinstated on or before the date that the property is scheduled to be sold.

Resolved, pursuant to CA Civil Code section 1367.4 the Board for the Association authorizes and instructs Stonehenge Trustee Services to initiate foreclosure proceedings upon the lien for unpaid assessments, late charges, interest, and collection fees and costs against the property, parcel #284-43-037, if such account has not been reinstated on or before the date that the property is scheduled to be sold.

- C. Reserve Fund Investments

The Board will discuss additional reserve investments during the January, 11, 2011 meeting.

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 a letter from an owner regarding replacement of an unauthorized screen door. The Board reconfirmed their position that the current screen door does not meet the guidelines and must be removed.

ITEM VII - Old Business

A. Security Patrol Report

The Board reviewed the November, 2010 security report.

B. March Elections

The deadline for nominations for the March Board elections is January 11, 2011.

ITEM VIII - New Business

A. Cement Repairs

The Board approved a proposal from M Pineda Construction for repairs to damaged sections of cement walkway at a cost of \$895.00.

B. Comcast Agreement

The Board reviewed a service agreement submitted by Comcast. No action was taken pending further review and discussion.

C. Newsletter Items

Ken Sweezey reviewed the information in the December Newsletter with the Board. Items for the December newsletter will include information on the amended clubhouse usage agreement and guidelines, a request for Nominations for the March Board elections, along with information on the Board approved alteration of two Guest Only parking spaces to Open parking spaces on Huxley Court.

ITEM IX - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:17PM. The Board then went into executive session to discuss assessment collection issues and a legal issue involving a collection company. The next Board meeting will take place on January 11, 2011.

Approved as submitted