

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JUNE 8, 2010**

**BOARD MEMBERS**

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

**OTHERS PRESENT**

Bill Hubbard	Community Management Services, Inc.
MaryAlice Heim	Landscape Committee
Sheba Solomon	Landscape Committee
1 owner	

**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 6:40PM.

**ITEM III – Approval of Minutes**

A motion was made, seconded and carried to approve the minutes of the May 11, 2010 Board of Directors meeting.

**ITEM IV - Committee Reports**

A. Landscape

1. The Board approved landscape upgrade proposals from Medallion totaling \$8,751.90.
2. The Board approved a proposal from Medallion to trim 12 evergreen pear trees, at a cost of \$990.00.
3. The Landscape Committee reported that they will schedule the post installation inspection with representatives of SCVWD in order to obtain the next rebate check.
4. The Committee reported that they are currently inspecting the community trees with Lewis Tree Service in order to provide the Board with a tree maintenance proposal.

B. Architectural

1. The Board reviewed architectural committee approvals from the past 30 days.
2. After a 30-day review by the members and discussing suggestions submitted by members, the Board amended and approved the current entry screen door guidelines. The amended guidelines will be mailed to each owner.

C. Parking

NONE

D. Social

The Board passed a motion approving a \$250 budget for a community ice cream social in September. More information will be included in upcoming newsletters.

E. Clubhouse

The Board discussed replacing the kitchen floor linoleum and will obtain bids. The cabinets will be painted during the week of June 21.

**ITEM V - Treasurer's Report – Financial Statement for period ending May 31, 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>May</u>	<u>Year-to-Date</u>
Income(\$)	110,379.10	545,828.69
*Expense(\$)	110,532.17	524,952.23
*includes monthly contribution to Reserves		
Total Cash & Savings(\$):	1,767,389.41	
**Reserve Expenditures Year to Date(\$):	127,933.79	
Reserve Fund Balance(\$):	1,694,646.74	

- B. The Board reviewed the assessment account aging report dated May 31, 2010. All other accounts in excess of 90 days delinquent will be sent to a collection company.

1. The Board passed the following 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 properties, parcel #s 284-46-041 and 284-43-027, if such accounts have not been reinstated on or before the date that the Notice of Default expires. The Board also authorizes STS to cause the properties to be sold if such account have not been reinstated on or before the date that the properties are scheduled to be sold.*

C. Reserve Fund Investments

The Board passed a motion permitting Carl Middione to invest \$95,000 from the Merrill Lynch reserve fund into a CD for a term of around 24-30 months in order to obtain a competitive rate of return.

**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.

**ITEM VII - Old Business**

- A. Security Patrol Report – The Board reviewed the May, 2010 security report.

**ITEM VIII - New Business**

A. Drainage in planters adjacent to garages

The Board approved a motion, with Ken Sweezey abstaining and Heath Birkendahl dissenting, to pay a \$175 invoice from Property Inspection Services for an inspection report. Carl Middione motioned to obtain bids to address the possible drainage problem indicated in the report, but the motion received no second.

B. Skylight Proposal

The Board approved a proposal from Four Seasons Roofing to replace a skylight, at a cost of \$885.00.

C. Tennis Court Bench Proposal

The Board approved a proposal from The Repair People to replace the wood bench inside the Foxhall Loop tennis court, at a cost of \$450. The Board also approved another \$450 to install a new wood bench on the cement pad just outside of the Foxhall Loop tennis court in the location where a bench was once located.

D. Newsletter Items

1. approved entry screen door guidelines

**ITEM IX - Adjournment**

There being no further business before the Board of Directors, the meeting was adjourned at 8:16PM. The Board then went into executive session to hold a rules violation hearing. The next Board meeting will take place on July 13, 2010.

Approved as submitted