

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MARCH 10, 2009**

**BOARD MEMBERS**

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

**OTHERS PRESENT**

Bill Hubbard	Community Management Services, Inc.
3 owners	
Tim Fitzgerald	Medallion Landscaping
Maxine Espinola	Medallion Landscaping

**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**

- A. President Conrad Sanford called the Board of Directors meeting to order at 7:38PM.
- B. Counting of annual Board of Directors Election Ballots

Election inspectors Bill Hubbard, Vern Mastin, and Scott Smithwick opened and counted the secret ballots submitted by the members for the election of the Board. The results were as follows:

Lynn Comer	121 votes	
Carl Middione	119 votes	
Conrad Sanford	118 votes	
IRS Resolution for 2009	134 votes in favor	1 vote against

There were 9 submitted ballots that were not counted because the yellow return envelope was not properly signed.

- C. Election of Board Officers

The Board elected officers for the coming year. See **BOARD MEMBERS** above for results.

**ITEM III – Approval of Minutes**

A motion was made, seconded and carried to approve the February 10, 2009 Board of Directors meeting minutes as presented.

**ITEM IV - Committee Reports**

- A. Landscape

1. The Board approved proposals from Medallion for the Donovan Ct/Foxhall Loop upgrade project, totaling \$49,990.00. The Board also approved the expenditure of an additional \$1,100 towards the installation of header board in planter areas, the location of which to be determined by the Landscape Committee.
2. The Board passed a motion authorizing the Landscape Committee to spend a total of \$6,000 on discretionary upgrade projects out of the operating fund between Jan 1, 2009 and July 1, 2009 without prior Board approval. Thereafter, the committee will have \$3,000 available every 3 months to spend on similar projects without prior Board approval. These projects will include smaller upgrade projects that need immediate attention.
3. The Board approved a proposal from Medallion to plant 8 new trees in various locations in the complex, at a cost of \$921.65.

B. Architectural

Heath Birkendahl reported that the committee is reviewing guidelines for new front doors and garage doors.

C. Parking

NONE

D. Social Committee

NONE

E. CC&Rs/Bylaws Rewrite

Management reported that the courts approved the petition to approve the restated CC&Rs based on over 51% of the members approving the restated CC&Rs during the voting period. The new restated CC&Rs and Bylaws will be mailed to each owner within the next 30-60 days.

**ITEM V - Treasurer's Report – Financial Statement for period ending February 28, 2009.**

- 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>February</u>	<u>Year-to-Date</u>
Income(\$)	109,996.73	220,977.15
*Expense(\$)	109,533.40	210,646.82
	*includes monthly contribution to Reserves	
Total Cash & Savings(\$):	1,414,859.78	
**Reserve Expenditures Year to Date(\$):		73,311.10
Reserve Fund Balance(\$):	1,257,698.58	

- B. The Board reviewed the assessment account aging report dated February 28, 2009. All other accounts in excess of 90 days delinquent will be sent to a collection company.

1. Management reported that one of the three accounts currently in arrears brought their assessment account current.

C. Review of the 2008 Financials

The Board approved, with some modifications, the draft of the review of the 2008 financials completed by Allen & Cook. The approved review will be mailed to each owner by no later than April 30, 2009.

D. Loan from Reserves

The Board passed a motion to borrow \$144,000.00 from the reserves to help cover the renewal premium for the master insurance and earthquake policies that are renewing on March 24, 2009.

**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 held a rules violation hearing regarding holiday lights and imposed fines of \$50 and \$100 for keeping the decoration up beyond January 15, 2009.

**ITEM VII - Old Business**

A. Security Patrol Report – The Board reviewed the February, 2009 security report.

B. Chimney Repairs and waterproofing project

Management will contact Carter-Gough regarding the status of the chimney cap repairs project.

C. EBAY

Heath Birkendahl updated the Board on the status of discussions with EBAY regarding noise and parking issues.

D. Insurance renewal

The Board will meet in executive session on March 12, 2009 to discuss proposals submitted by Monterey Insurance and Bay Area Insurance for the insurance package that renews on March 24, 2009.

E. Pool Drainage Upgrades

Management will contact Genie Pool to discuss status of the pool drainage upgrades project.

**ITEM VIII - New Business**

A. Steve's Painting Proposal

The Board approved a proposal to strip and re-varnish 6 entry doors, at a cost of \$2,250.00.

B. Newsletter Items

1. Board election results

**ITEM IX - Adjournment**

There being no further business before the Board of Directors, the meeting was adjourned at 9:22PM. The next Board meeting will take place on April 14, 2009.

Approved as submitted