

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 11, 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./ Election Inspector
Helen Conway	Landscape Committee/Election Inspector
Ina Batinovich	Election Inspector

ITEM I – Open Forum – Following Conclusion of Annual Meeting

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

The Board of Directors meeting to order at 7:45PM PM.

A. Counting of Board election ballots

The election inspectors counted the secret ballots submitted for the annual Board elections. There were a total of 130 ballots submitted. The election inspectors declared 6 ballots ineligible because they were not completed properly. The voting results were as follows:

Heath Birkendahl	129
Lynn Comer	86
Carl Middione	167
Conrad Sanford	154
Scott Smithwick	119
IRS Resolution for excess operating funds in 2008:	121 in favor 3 opposed

B. Election of 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 12, 2008 Board of Directors meeting minutes as presented.

ITEM IV - Committee Reports

A. Landscape

1. The Board approved landscape upgrade proposals from Medallion for lawn renovations along Leigh Avenue and Hamilton Place at a cost of \$9,930.00. The Board also approved a proposal to plant color spot flowers under the redwood tree near the clubhouse, at a cost of \$182.60.
2. After much discuss regarding the landscaping upgrades budget for 2008 and the expenses to date, the Board passed a motion to suspend the approval of all further landscape upgrade proposals until bids for full landscaping service can be reviewed.
3. The Board reviewed requested specs for landscaping service bids. Management will send specs out to four landscaping companies to obtain bids for landscaping service.

B. Architectural

1. After reviewing proposals for construction management of the Foxhall Loop/Donovan Court fencing project and discussing the project with Chris Siglar, of Siglar & Assoc, the Board agreed to request a proposal from Siglar & Company for cost to review fencing specs and perform an initial inspection of fencing completed at first building and a final inspection of all completed fences in this phase of fencing.
2. The committee continues to investigate website services for the association.

C. Parking

NONE

D. Social Committee

NONE

E. CC&Rs/Bylaws Rewrite Committee

Management reported that the revised CC&Rs and Bylaws will be mailed out to the owners for their review and approval within the week.

ITEM V - Treasurer's Report – Financial Statement for period ending February 29, 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>February</u>	<u>Year-to-Date</u>
Income(\$)	109,033.94	218,369.54
*Expense(\$)	101,776.65	197,800.81
*includes monthly contribution to Reserves		
Total Cash & Savings(\$):	1,439,740.07	
**Reserve Expenditures Year to Date(\$):		44,897.97
Reserve Fund Balance(\$):	1,270,320.33	

- B. The Board reviewed the assessment account aging report dated February 29, 2008. All other accounts in excess of 90 days delinquent will be sent to a collection company.

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 requesting that the association address a crow problem near his unit. The Board noted that the association had no viable resolution for this issue.
2. The Board approved a request to reschedule an architectural guidelines violation hearing until June 10, 2008.
3. The Board reviewed letter requesting that the association remove wasp nests from the downspouts. The Board reiterated that the association has a pest control company that sprays for pests and that no further action would be taken. several violation hearings:
4. The Board held a rules violation hearing and imposed a \$150 fine to an owner for not removing blue drapes.

ITEM VII - Old Business

- A. Security Patrol Report – The Board reviewed the February, 2008 security reports.
- B. Insurance Renewal

The Board agreed that a special Board meeting would need to take place to further review coverage options still being presented by several brokers. The meeting will take place prior to the March 24, 2008 renewal date for coverage. A notice for the meeting will be posted on the clubhouse 4 days prior to the meeting date.

- C. Foxhall Loop Mailbox Kiosk

Management reported that Carter-Gough is in the process of obtaining a permit from the city, as well as discussing the relocation of the mailboxes with the post office. Construction should begin within the next 30 days.

ITEM VIII - New Business

- A. Inspection of chimney areas

Because of reported problems with cracks in the stucco on several chimneys, as well as leak problems from improperly fitted chimney caps, the Board requested a proposal from Carter-Gough Construction to inspect the chimney areas on all units and furnish a report on their condition.

- B. Newsletter Items

1. parking rules
2. Board election results

ITEM IX - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 9:42PM. The next Board regularly schedule Board meeting will take place on April 8, 2008.

Approved as submitted,
