

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
OCTOBER 13, 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.
Mary Alice Heim	Landscape Committee
Sheba Solomon	Landscape Committee
2 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 6:50PM.

ITEM III – Approval of Minutes

A motion was made, seconded and carried to approve the minutes of the September 8, 2009 Board of Directors meeting.

ITEM IV - Committee Reports

A. Landscape

1. The Board reviewed the minutes from the September 16,2009 committee meeting.
2. The Board passed a motion, with Carl Middione abstaining, to approve a landscaping upgrade proposal from Medallion Landscaping to replace and upgrade selected turf areas with drought tolerant plants and drip irrigation, at a cost of \$15,611.00. This proposal will be sent along with a rebate application to the Santa Clara Valley Water District for consideration of available rebates for such upgrades.

B. Architectural

Heath Birkendahl reported on discussions recently held with representatives of EBAY regarding noise and parking issues. More discussions will follow.

C. Parking

NONE

D. Social Committee

Carl Middione reported that approximately 50-60 residents attended the September 26, 2009 social.

ITEM V - Treasurer's Report – Financial Statement for period ending September 30, 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>September</u>	<u>Year-to-Date</u>
Income(\$)	110,440.13	990,326.16
*Expense(\$)	111,391.18	18,370.80
*includes monthly contribution to Reserves		
Total Cash & Savings(\$):	1,570,888.46	
**Reserve Expenditures Year to Date(\$):		221,011.51
Reserve Fund Balance(\$):	1,458,744.32	

- B. The Board reviewed the assessment account aging report dated September 30, 2009. All other accounts in excess of 90 days delinquent will be sent to a collection company.

- C. Reserve Investments

Carl Middione offered to look into available CD rates from local banks in order to invest a portion of the current reserve fund in the Merrill Lynch Reserve fund.

- D. 2010 Budget

The Board approved the 3rd draft of the 2010 budget, which will be mailed to each owner in November, 2009.

- E. Review of the 2009 Financials

The Board approved a proposal from Allen & Cook to review the 2009 financials at a cost of \$2,000.00.. The review will be mailed to each owner by no later than April 30, 2010.

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 September, 2009 security report.
- B. Gutter cleaning proposals

The Board approved a proposal from Bright Outlook to clean the roofs, gutters, downspouts, and balcony drain pipes at a cost of \$4,560.00. The work will be scheduled for November.

ITEM VIII - New Business

- A. Bulletin Boards

There are now message bulletin boards installed at each of the mailbox kiosks. The Board agreed that the boards should be used to display association information and resident services only.

B. Clubhouse Upgrades

The Board discussed possible upgrades to the clubhouse, including refinishing the wood tables, recovering some of the bench cushions, and adding some paintings. More discussions will take place in the future.

C. Newsletter Items

1. use of community bulletin boards

ITEM IX - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:34PM. The next Board meeting will take place on November 10, 2009.

Approved as submitted