1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
SEPTEMBER 8, 2009

BOARD MEMBERS

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

OTHERS PRESENT

Bill Hubbard	Community Management Services, Inc.
Mary Alice Heim	Landscape Committee
Sheba Solomon	Landscape Committee

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 6:32PM.

ITEM III – Approval of Minutes

A motion was made, seconded and carried to approve the minutes of the August 11, 2009 Board of Directors meeting.

ITEM IV - Committee Reports

A.   Landscape

    1.   The Committee shared proposed expenses for 2010 for the Board to consider when drafting the 2010 budget.
    2.   The Committee is working with the Santa Clara Valley Water District in order to take advantage of some rebate programs for installing drought tolerant landscaping.

B.   Architectural

    NONE

C.   Parking

Carl Middione presented some ideas on amending the parking rules. The Board took no action on the suggested changes other than to include a monthly parking summary data section in the monthly newsletter to keep the owners apprised of the parking activity.

D.   Social Committee

Carl Middione confirmed that the next community social will be held on September 26, 2009.

ITEM V - Treasurer's Report – Financial Statement for period ending August 31, 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.

	August	Year-to-Date
Income($)	107,650.05	879,886.03
*Expense($)	110,296.23	860,564.18

*includes monthly contribution to Reserves
Total Cash & Savings($):   1,520,270.71
**Reserve Expenditures Year to Date($):   197,972.96
Reserve Fund Balance($):   1,431,339.56

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

C.   Reserve Investments

No action taken.

D.   2010 Budget

The Board reviewed the 3rd draft of the 2010 budget. An approved budget for 2010 will be mailed to each owner by no later than November, 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 went into executive session to hold two hearings.

ITEM VII - Old Business

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

B.   Clubhouse Furniture

Ken Sweezey will follow up on the order for new clubhouse chairs.

C.   Gutter cleaning proposals

The Board reviewed proposals from Bright Outlook ($4,560 for one cleaning) and Four Seasons Roofing ($11,914 for two cleanings and a roof inspection). No action was taken pending additional information from Bright Outlook on their warranty.

ITEM VIII - New Business

A.   Insurance Report

The Board reviewed a report from Philadelphia Indemnity listing loss control recommendations. The recommendation for upgrading the drainage systems in the pools to meet the VGBA requirements had already been completed.

B.   Newsletter Items

1.   The Board will include monthly updates on parking rules violation tags issued.

ITEM IX - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:52PM. The next Board meeting will take place on October 13, 2009.

Approved as submitted