

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
MAY 12, 2015**

BOARD MEMBERS

Scott Smithwick	President (Absent)
Jeff Davis	Vice President
Kathleen Hawker	Secretary
Brian Finerty	Treasurer
Vacant	Director

OTHERS PRESENT

Bill Hubbard	Community Management Services
Sheba Solomon	Landscape Committee
Maryalice Heim	Landscape Committee
Bob Newman	Lighting project
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 issue that needs immediate attention.

ITEM II – Call to Order

- A. Jeff Davis called the Board of Directors Meeting to order at 6:37PM.
- B. Board Vacancy

The vacancy on the Board remains open.

ITEM III – Approval of Minutes

A motion was made, seconded and carried (with Jeff Davis abstaining due to his absence from the April 14, 2015 meeting) to approve the minutes of the April 14, 2015 Board meeting as presented.

ITEM IV – Committee Reports

- A. Landscape
 - 1. The Board passed a motion approving a proposal from Medallion for landscape upgrades to areas on Greenwich Ct, at a cost of \$6,470.00.
 - 2. The Board reviewed a proposal from Ray's Steam Cleaning to power wash the walkways throughout the complex, but took no action at this time due to the drought.
- B. Architectural
 - 1. The Board reviewed architectural related correspondence for the past 30 days.
 - 2. Bob Newman presented the Board with information on walkway lighting options.
- C. Parking

No report.

D. Social

Kathleen Hawker reported that she is tentatively planning a social event in July or August.

E. Clubhouse/Pool

No report.

F. Website

No report.

G. Safety

No report.

ITEM V – President’s Report

No report.

ITEM VI - Treasurer’s Report – Financial Statement for period ending April 30, 2015.

- 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>Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance B/(W)</u>
Income(\$)	119,703.43	479,863.04	469,796.00	10,067.04
Expense(\$)*	66,771.25	290,106.63	282,596.00	(7,510.63)
*includes monthly contribution to Reserves				
Total Cash & Savings(\$):		3,238,550.95		
**Reserve Expenditures Year to Date(\$):		125,333.22		
Reserve Fund Balance(\$):		3,246,107.43 (includes \$538,500.00 in EQ fund)		

B. Reserve Fund Investments

Brian Finerty updated the Board on the status of the reserve fund investments.

ITEM VII - Association Manager’s Report

- A. Action Item List – The Board reviewed the action item list since the previous meeting.
- B. Correspondence – The Board reviewed correspondence since the previous meeting.
1. The Board discussed water conservation ideas and agreed to include website info in June newsletter for possible SJWC rebates.

ITEM VIII - Old Business

A. Security Patrol Report

The Board reviewed the April, 2015 security report.

B. Detached Garage Rule

The Board tabled a discussion regarding the approval of the proposed rule involving electrical appliances inside detached garages until the June meeting.

C. Bylaws Update

The Board approved the draft of the amended Bylaws addressing Board elections. Management will mail the draft of Bylaws and a ballot to the owners for approval.

ITEM IX - New Business

A. Newsletter

1. vacancy on Board
2. Bylaws approval ballots
3. SJWC rebates

B. Assessment Aging Report

The Board went into Executive Session at the conclusion of the meeting to discuss the assessment aging report.

1. The Board passed a motion approving the services agreement from Stonehenge Trustee Services for collection of delinquent assessments.

ITEM X - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 7:33PM. The Board then went into Executive Session to discuss assessment collection issues.

Approved as submitted