

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
JUNE 11, 2015**

BOARD MEMBERS

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

OTHERS PRESENT

Bill Hubbard	Community Management Services
Sheba Solomon	Landscape Committee
Bob Newman	Lighting project

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. No members were present.

ITEM II – Call to Order

- A. Scott Smithwick called the Board of Directors Meeting to order at 6:30PM.
- B. Board Vacancy

The vacancy on the Board remains open.

ITEM III – Approval of Minutes

A motion was made, seconded and carried (with Scott Smithwick abstaining due to his absence from the meeting) to approve the minutes of the May 12, 2015 Board meeting as presented.

ITEM IV – Committee Reports

- A. Landscape
 - 1. The Board passed a motion approving proposals from Medallion for mulching, tree replacement, landscape upgrades on Ashmeade Ct at a cost of \$3,019.75.
- 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. The Board agreed to have a sample 8 foot fixture and 4 foot fixture installed at a location on Greenwich Court per Bob's recommendation to see how they look.
- C. Parking

No report.
- D. Social

Kathleen Hawker suggested having a community meeting with a rep from San Jose Water Company to discuss water conservation ideas. More follow-up will be done.

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 May 31, 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(\$)	119,604.74	599,467.78	587,245.00	12,222.78
Expense(\$)*	110,781.43	605,079.25	587,245.00	(17,834.25)
*includes monthly contribution to Reserves				
Total Cash & Savings(\$):		3,288,694.17		
**Reserve Expenditures Year to Date(\$):		158,122.02		
Reserve Fund Balance(\$):		3,262,085.71	(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.

ITEM VIII - Old Business

A. Security Patrol Report

The Board reviewed the May, 2015 security report.

B. Detached Garage Rule

The Board passed a motion approving the following rule regarding detached garages:

Because the Association (and thus all owners collectively) and not individual owners are responsible for the cost of electricity use in detached garages and, due to the Board's belief that the detached garages were not wired for use of equipment with high energy requirements, the Board is proposing to adopt limits on the use of equipment with high electrical needs in the detached garages. The proposed rule prohibits the use in the detached garages of large appliances such as refrigerators, freezers, washers and dryers, and other heavy electrical devices as may be determined by the Board of Directors of the Association from time to time. As an alternative to relocating such equipment a homeowner could elect, after obtaining the Board's written approval and at the homeowner's sole expense, to have the detached garage in question rewired in such a way that the homeowner would be solely responsible for the metered electricity used and would be solely responsible for any damages resulting from such rewiring and usage, The homeowner would be responsible for indemnifying the Association from any damages suffered as a result of such rewiring and/or usage.

C. Bylaws Update

Management reported that an article will be included in the June newsletter providing information on the member voting for the restated Bylaws, with a ballot to follow in late June.

ITEM IX - New Business

A. Open Forum and Hearing Policy'

The Board discussed amending the current Open Forum and Hearing Policy to include disciplinary action for disruptive behavior. More discussions will follow.

B. Newsletter

1. Vacancy on Board
2. Bylaws approval ballots
3. SJWC rebates, include SJWC account number

B. Assessment Aging Report

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

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 and hold two hearings, during which the Board imposed a rules violation fine of \$100 for not properly maintaining the landscaping in the patio area and imposed a \$1,966.68 reimbursement assessment for a plumbing repairs invoice that was determined to be an owner responsibility.

Approved as submitted