

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
JULY 11, 2016**

BOARD MEMBERS

Marcie Martin	President
Heath Birkendahl	Vice President (Absent)
Elizabeth Grey	Secretary
Brian Finerty	Treasurer
Tony Sanchez	Asst Secretary/Director

OTHERS PRESENT

Bill Hubbard	Community Management Services
Maryalice Heim	Landscape Committee
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

Marcie Martin called the Board of Directors Meeting to order at 6:37PM.

ITEM III – Approval of Minutes

A motion was made, seconded and carried to approve the minutes of the June 14, 2016 Board of Directors meeting as presented.

ITEM IV – Committee Reports

A. Landscape

1. The Board passed a motion approving a proposal from Medallion Landscaping to plant two replacement plum trees, at a cost of \$690.
2. The Board passed a motion approving a proposal from Medallion Landscaping to install 23 cubic yards of mulch in selected planting beds throughout the community, at a cost of \$1,840.
3. Maryalice Heim updated the Board on the upcoming annual Lewis Tree Service tree maintenance inspection and proposal.

B. Architectural

1. The Board reviewed architectural related correspondence for the past 30 days.
2. Elizabeth Grey updated the Board on the committee's effort to obtain proposals from electrical contractors and suppliers for new LED bollards lighting fixtures.

C. Parking

No report.

D. Social

No report.

E. Clubhouse/Pool

1. Management reported that Santa Clara Coatings has removed half of the pool furniture selected for refurbishing, which should take about 4-5 weeks for completion, with the other half to follow.

F. Website

No report.

G. Safety/Security

No report.

H. Solar Committee

No report.

ITEM V – President’s Report

Management presented the map provided by The Repair People indicating the locations for the meters assigned to each detached garage building.

ITEM VI - Treasurer’s Report – Financial Statement for period ending June 30, 2016

- A. Because of the holiday, month ending information was not received from the banks in time for the meeting. Following a conversation with accountant Bill Ricotti earlier in the day, Brian Finerty summarized the association financial picture at this time. Management will forward the financials once completed.

B. Reserve Fund Investments

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

C. Utilities Costs

The Board reviewed a summary of both electrical and gas monthly expenses for 2016.

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 went into executive session at the conclusion of the meeting to discuss a request for Alternative Dispute Resolution for a reimbursement assessment.

ITEM VIII - Old Business

A. Security Patrol Report

The Board reviewed the June, 2016 security report.

B. Donovan Court and Foxhall Loop repairs and painting projects

Management reported that the painting of the homes on Donovan Court is in progress, with Foxhall Loop to follow.

ITEM IX - New Business

- A. Newsletter
 - 1. link to Green Team recycling website
 - 2. lighting upgrade project
 - 3. additional water conservation information

- B. Assessment Aging Report

The Board will go 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 7:40PM. The Board reviewed the assessment aging report and held two hearings in executive session. During the 1st hearing, the Board imposed a \$50 fine for making alterations to the exterior of a unit without prior Board approval. No additional fines were imposed for this violation as the alterations were subsequently removed. During the 2nd hearing, the Board imposed a \$156.25 reimbursement assessment to cover the cost of a plumbing service call to investigate a noise that turned out to be a defective attic vent fan. The Board also passed a motion to schedule hearings with two owners with unpaid fines to determine if the association should suspend association privileges until fines are paid.

Approved as submitted