

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 9, 2021**

BOARD MEMBERS

Heath Birkendahl	President
Deborah Finkel	Vice President
Brian Finerty	Treasurer
Haris Volos	Secretary
Robert Newman	Assistant Secretary

OTHERS PRESENT

Bill Hubbard	Community Management Services, Inc.
Lisa Steingart	HOA Election Solutions
Sheba Solomon	Landscape Committee
Maryalice Heim	Landscape Committee
Lou Calvert	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

Heath Birkendahl called the meeting to order at 6:59PM.

ITEM III – Approval of Minutes

The Board passed a motion approving the minutes from February 18, 2021 Board meeting.

ITEM IV – Committee Reports

A. Landscape

1. The Board reviewed manager approved proposals for Medallion for irrigation repairs, at a cost of \$1,010 and for spraying the hackberry and crape myrtle trees for aphids, at accost of \$3,136.
2. The Board reviewed the committee meeting minutes dated 2-17-21.
3. The Board passed a motion approving a landscape upgrade proposals near 1307 Greenwich Ct, at a cost of \$1,157 and near 1318 Greenwich Ct, at a cost of \$1,889.

B. Architectural

1. The Board is reviewing and updating architectural guidelines for entry screen doors.
2. The committee approved the following applications:
 - a. 1866 Huxley – approval of exterior light fixtures
 - b. 1939 Huxley Ct – approval to coat balcony deck

C. Parking

No report.

D. Social

No report.

E. Clubhouse/Pool

The clubhouse and pool areas remain closed during the pandemic.

F. Website

Heath and Rick Arellanes are working on updating the website.

ITEM V – President’s Report

No report.

ITEM VI - Treasurer’s Report – Financial Statement for period ending February 28, 2021

- A. The Board of Directors received and reviewed the current reconciliations and account statements 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, the income and expense statement of the Association’s operating and reserve accounts, as well as related bank statements and other financial information for the period ending February 28, 2021 as required by CA Civil Code 5500.

	<u>Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance B/(W)</u>
Income(\$)	149,901.95	299,060.00	288,772	10,299.00
Expense(\$)*	125,277.93	246,791.41	288,772	41,980.59
*includes monthly contribution to Reserves				
Total Cash & Savings(\$):	4,651,816.35			
**Reserve Expenditures Year to Date(\$):		85,000.28		
Reserve Fund Balance(\$):	4,462,744.80	(includes \$538,500.00 in EQ fund)		

B. Reserve Fund Investments

Brian Finerty updated the Board on the status of its investments. He reported that he directed Merrill Lynch to invest a portion of the reserve fund into short term Treasury Bills until the interest rates improve.

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 February, 2021 security logs.

B. Huxley Ct painting and wood repairs project

Jay Johnson Construction will begin wood repairs as soon as weather permits and Flores Painting will begin painting in late June or July.

ITEM IX - New Business

A. Annual Member Voting Results

Lisa Steingart, from HOA Election Solutions, reported the results of the annual member voting.

There were a total of 82 ballots received, of which 77 were deemed properly submitted.

Heath Birkendahl	69 votes
Brian Finerty	70 votes
Haris Volos	66 votes

All three candidates were elected to a 2-year term.

The 2021 IRS Resolution passed by a vote of 76 in favor, 1 opposed, 1 abstaining.

The minutes from the March 10, 2021 annual meeting were approved by a vote of 76 approving, 1 not approving, 15 abstaining.

B. Election of Board officers

The Board elected the following officers for the coming year:

Heath Birkendahl	President
Deborah Finkel	Vice President
Brian Finerty	Treasurer
Haris Volos	Secretary
Robert Newman	Assistant Secretary

C. Insurance renewal

The Board passed a motion approving the renewal of the master blanket insurance coverage through Farmers Insurance, at an annual cost of \$72,108, as well as the renewal of \$5M of earthquake insurance coverage through O'Connor Insurance agency, at an annual cost of \$72,758.

D. Newsletter articles

1. Annual member voting results

ITEM X - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 7:26PM. The Board then went into executive session to review the assessment aging report and hold a hearing. The next regularly scheduled Board meeting will take place on April 13, 2021.

A. Assessment Aging Report (in executive session)

The Board reviewed the assessment aging report. No further action was required at this time.

B. Hearings (in executive session)

The Board went into executive session to hold hearings.

1. The Board took no further action noting that the landscape debris had been removed from the common area.

Haris Volos 04/14/2021