

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 14, 2023**

BOARD MEMBERS

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

OTHERS PRESENT

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

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.

2 votes

ITEM II – Call to Order, Announcement of member voting, selection of officers

- A. The meeting was called to order at 7:22PM.
- B. Annual member voting results

Lisa Steingart, of HOA Election Solutions, presented the results of the annual member voting:

Total ballots received – 86, of which 83 were deemed valid.

Heath Birkendahl	61 votes
Olga DeTorres	47 votes
Brian Finerty	63 votes
Haris Volos	52 votes

Heath Birkendahl, Brian Finerty, and Haris Volos were elected to 2-year terms.

The members passed the IRS Resolution to transfer excess 2023 operating funds into the reserves by a vote of 78 for and 2 against.

- C. Selection of officers

The Board passed a motion to retain its current officers.

ITEM III – Approval of Minutes

The Board passed a motion approving the minutes from February 13, 2023 Board meeting.

ITEM IV – Committee Reports

- A. Landscape

1. The Board passed a motion, with Heath Birkendahl and Robert Newman dissenting, approving a proposal from Medallion Landscaping for upgrades near 1346 Greenwich, at a cost of \$1,021.00.

2. The Board reviewed the minutes from the Feb 16, 2023 committee meeting.
3. The Board reviewed and approved a manager approved irrigation repairs proposals totaling \$675.

B. Architectural

1. 1935 Huxley Ct – approval for a replacement front door
2. 1959 Foxhall Loop – the Board postponed a decision of allowing an upgrade to the electrical system on a detached garage pending an inspection by an electrician. The Board passed a motion to spend up to \$600 for an inspection of the current electrical system.
3. Security camera guidelines – the committee is working on updated guidelines

C. Parking

No report.

D. Social

No report.

E. Clubhouse/Pool

The main pool will open on April 1 and the Foxhall Loop pool will open May 1.

F. Website

Information on vent cleaning was added to the website.

ITEM V – President's Report

Heath Birkendahl updated the Board on association issues tentative plans for addressing AB326 balcony and stairway issues.

ITEM VI - Treasurer's Report – Financial Statement for period ending February 28, 2023

- 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, 2023 as required by CA Civil Code 5500.

	<u>Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance B/(W)</u>
Income(\$)	174,322.84	344,269.57	323,286	20,983.57
Expense(\$)*	141,041.00	304,372.79	323,286	18,913.21
*includes monthly contribution to Reserves				
Total Cash & Savings(\$):		4,742,393.53		
**Reserve Expenditures Year to Date (\$):		88,467.07		
Reserve Fund Balance(\$):		4,590,178.70	(includes \$538,500.00 in EQ fund)	

B. Reserve Fund Investments

Brian Finerty updated the Board on investments.

C. Insurance renewal

The Board passed a resolution to borrow funds from the reserves to fund insurance renewal premiums to be paid back by the end of the year.

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 2023 security logs.

- B. AB326 inspections

The Board is waiting for a proposal from Jay Johnson Construction for balcony and stairway exploratory work.

- C. AT&T upgrades

The Board passed a motion to terminate the exclusive wiring agreement with Comcast when it expires in Sept, 2025 so that AT&T can have access to the interior wiring.

ITEM IX - New Business

- A. Board meetings

The Board reviewed information on holding open board meetings.

- B. Election Inspector

The Board passed a motion approving a proposal from HOA Election Solutions to oversee the 2024 annual member voting, at a cost of \$1,810 for an uncontested election and an additional \$1,917 if contested.

- C. Newsletter articles

ITEM X - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:14PM. The Board then went into executive session to review the assessment aging report. The next regularly scheduled Board meeting will take place on Tuesday, April 11, 2023.

- A. Assessment Aging Report (in executive session)

There are currently no accounts in collections.

A handwritten signature in black ink, appearing to be 'JWZ', is located at the bottom center of the page.