

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

**BOARD MEMBERS**

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

**OTHERS PRESENT**

Tammy Dominguez	Community Management Services, Inc.
Sheba Solomon	Landscape Committee
Mary Alice Heim	Landscape Committee
Lou Calvert	Owner
Ann Rashe	Owner
Joanne Sanfilippo	Owner
Margo & Bob Voisinet	Owner
Olga DeTorres	Owner
Wyatt Austin	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**

The meeting was called to order at 6:48PM.

**ITEM III – Approval of Minutes**

A motion was made by Haris Volos to approve the minutes of the Board of Director Meeting dated October 10, 2023, as submitted. Deborah Finkel seconded the motion and the motion passed.

The Board passed a motion approving the minutes from October 10, 2023 Board meeting.

**ITEM IV – Committee Reports**

A. Landscape

1. Landscaper has completed trimming foliage away from the lights.

Committee will send a list of areas that need additional lighting.

B. Architectural

1. 1835 Ashmeade Ct - security cameras pending
2. 1937 Huxley Ct - security cameras- approved
3. 1881 Huxley Court – garage – approved
4. 1325 Greenwich – door lock and security camera- approved
5. 1357 Greenwich – new light request – approved
6. 1361 Greenwich – new light request – approved
7. 1319 Greenwich – garage request – approved

C. Parking – Management tagged many cars and received negative calls. Management will keep board posted if

Continues.

- D. Social – Christmas Party  
1. Christmas party is scheduled for December 9<sup>th</sup>.
- E. Clubhouse/Pool  
1.
- F. Website  
1.

#### **ITEM V – President’s Report**

Tammy Dominguez updated the Board on the progress of the balcony inspections being performed by Jay Johnson Construction and the plans have been approved and permits are in process and taking longer to get.

#### **ITEM VI - Treasurer’s Report – Financial Statement for period ending October 31, 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 August 31, 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(\$)	\$177,309.70	\$1,574,919.89	\$1,454,787	\$120,132.89
Expense(\$)*	\$178,086.35	\$1,533,440.88	\$1,454,787	(\$96,653.88)
*includes monthly contribution to Reserves				
Total Cash & Savings(\$): \$4,992,951.37				
**Reserve Expenditures Year to Date(\$): \$309,953.72				
Reserve Fund Balance(\$): \$ 4,868,993.21				

- B. Reserve Fund Investments

Brian Finerty updated the Board on 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 selected correspondence since the previous meeting.
  - 1.

#### **ITEM VIII - Old Business**

- A. **Security Patrol Report -**

The Board reviewed the September 2023 security logs.

- B. SB326 inspections

Vendor is working with the city of San Jose to get drawings and permit approved.

## **ITEM IX - New Business**

- A.
- B.     **Newsletter articles –**  
Trash – recycling date  
Christmas Party – 12/9  
Water Usage  
Parking Rules
- C.     **Agenda –**  
Calendar

## **ITEM X - Adjournment**

There being no further business before the Board of Directors, the meeting was adjourned at 7:51PM. 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 Tuesday, December 12, 2023.

- A.     Assessment Aging Report (in executive session)
  - 1.   Discussed collections.
- B.     Hearings

**Board Minutes Approved by Board: December 12, 2023**