

## **June 12, 2012 Board of Directors Meeting**

The meeting was called to order by Tim Young at **7:05** p.m. Board members are:

Tim Young, President - **Present**

Charissa Gant, Vice President - **Present**

Carl Kennedy, Treasurer - **Present**

Joy Hurst, Secretary – **Absent**

Rajesh Kewal, Director – **Absent**

**Also in attendance: Susan Levin**

### **APPROVAL OF THE MINUTES**

Motion:	<b>Motion to approve of the Minutes</b>
Motion by:	Charissa Gant
2 <sup>nd</sup> by:	Tim Young
Discussion, if any	
Approved:	Carl Kennedy, Charissa Gant, Tim Young
Abstained:	
<b>Outcome:</b>	<b>Motion Carried</b>

### **COMMITTEE REPORTS**

Finance Committee (by Carl Kennedy): The association's finances appear to be in good order. Fremont Bank reserve account is over the FDIC limit. Committee asked the office to look into reports of possible rate increase from Waste Management. Next meeting will take place on Tuesday, June 19 at 6:30pm. Topics will include first discussion of the 2013 budget. All members are encouraged to attend.

### **MANAGER'S REPORT**

The Kantech system (controls recreation keys) suffered some kind of crash. There are no historical records in back of 5/29/12.

The residents in 39997 who wish to have a handicapped ramp installed should be asked to circulate a petition to the residents of that building to determine how much interest there is.

Three of the four dryers identified as being unsafe to operate have been repaired or certified as unused. Office was instructed to work on bringing the fourth into compliance.

Alameda County mosquito abatement placed traps and found insects they say probably originated in empty pots with standing water. There was no trace of salt marsh mosquito which we had last year.

### **OPEN FORUM**

Resident stated grounds do not look good on most Sunday mornings. She asked the board to consider hiring janitorial service for three hours on Sunday to pick up trash along Cedar Blvd. and police dumpster areas. This would help maintain appearances and thus protect property values.

Another resident stated there is a bad odor near the entrance by mailboxes on Bldg. 7 and Bldg. 8. Board went to check after the meeting and could not find the problem.

## **OLD BUSINESS**

Issue:	Verify email vote for light at north spa
Motion:	Verified email vote for light (reserve item)
Motion by:	Charissa Gant
2 <sup>nd</sup> by:	Carl Kennedy
Discussion, if any	
Approved:	Carl Kennedy, Charissa Gant, Tim Young
Abstained:	
<b>Outcome:</b>	<b>Motion Carried</b>

Issue:	Chimney inspection and cleaning project
Motion:	To table this until September
Motion by:	Carl Kennedy
2 <sup>nd</sup> by:	Charissa Gant
Discussion, if any	
Approved:	Carl Kennedy, Charissa Gant, Tim Young
Abstained:	
<b>Outcome:</b>	<b>Motion Carried</b>

## **NEW BUSINESS**

Issue:	Board reviewed samples of low-e glass/regular window glass
Motion:	Approve low-e glass for replacement windows
Motion by:	Charissa Gant
2 <sup>nd</sup> by:	Carl Kennedy
Discussion, if any	
Approved:	Carl Kennedy, Charissa Gant, Tim Young
Abstained:	
<b>Outcome:</b>	<b>Motion Carried</b>

Issue:	Upgrade office computer
Motion:	Approve Ontara's proposal to purchase & install Dell Windows 7 computer NTE \$2,016. (Reserve item)
Motion by:	Charissa Gant
2 <sup>nd</sup> by:	Carl Kennedy
Discussion, if any	Ask if Windows 7 for backup computer is included. Ck. security software
Approved:	Carl Kennedy, Charissa Gant, Tim Young
Abstained:	
<b>Outcome:</b>	<b>Motion Carried</b>

Issue:	Upgrade Selcom software to Windows 7 compatible
Motion:	To approve Sound Communication proposal to purchase and install new Selcom software for \$959 plus tax and freight. (Reserve item)
Motion by:	Charissa Gant
2 <sup>nd</sup> by:	Carl Kennedy
Discussion, if any	
Approved:	Carl Kennedy, Charissa Gant, Tim Young
Abstained:	
<b>Outcome:</b>	<b>Motion Carried</b>

Issue:	Upgrade Kantech (recreation area) software to Windows 7 compatible
Motion:	Approve Rex Key's proposal to purchase and install new Kantech software for \$1,002.50. (Reserve item)
Motion by:	Charissa Gant
2 <sup>nd</sup> by:	Carl Kennedy
Discussion, if any	
Approved:	Carl Kennedy, Charissa Gant, Tim Young
Abstained:	
<b>Outcome:</b>	<b>Motion Carried</b>

Issue:	Far East National Bank CD matures 7/5/12
Motion:	Roll over at existing rate at time of maturity
Motion by:	Carl Kennedy
2 <sup>nd</sup> by:	Charissa Gant
Discussion, if any	
Approved:	Carl Kennedy, Charissa Gant, Tim Young
Abstained:	
<b>Outcome:</b>	<b>Motion Carried</b>

Issue:	Allied Trustee Assessment Lien Service
Motion:	To table until June 19, 2012
Motion by:	Carl Kennedy
2 <sup>nd</sup> by:	Charissa Gant
Discussion, if any	
Approved:	Carl Kennedy, Charissa Gant, Tim Young
Abstained:	
<b>Outcome:</b>	<b>Motion Carried</b>

Meeting was adjourned at 8:41 PM and the Board of Directors went into executive session where they discussed employee issues, CC&R violations, rental requests and collection issues.