

COUNTRY VIEW HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
OCTOBER 2, 2012

LOCATION: Country View Tennis Courts

I. ROLL CALL

Dan Schilling – President	-Present
Paul Cahalen – Vice President	-Present
Kathy Steigauf – Treasurer	-Present
Gladys Ford – Secretary	-Present
Patti LaGuardia – Director	-Absent

Also present: Patti Hoster from Community Association Management

II. CALL TO ORDER

The meeting was called to order at 7:00 pm.

III. HOMEOWNERS FORUM / VISITORS

The following homeowner was present:

Pat Baran 2209 Tahiti Drive

There was recently an irrigation leak and the homeowner wanted to know who should be contacted to shut off the water when this happens. Dan is usually able to shut off the water but isn't always available. All reports should go through the management company.

IV. REVIEW OF PREVIOUS MEETING MINUTES

The Board reviewed the minutes of the August 7, 2012 Board meeting. Motion P. Cahalen, second G. Ford, approved 3-0-1.

V. TREASURERS REPORT

Kathy Steigauf reviewed the financial report for the period ending August 31, 2012.

\$155,170 in Reserve account

- Expenses:
- General and Admin – \$1,529 favorable YTD
- Contract and Maintenance – \$3,826 unfavorable YTD
- Utilities – \$1,681 favorable YTD
- Total Budget – \$615 unfavorable YTD

Motion K. Steigauf, second P. Cahalen to approve the financial report, 4-0.

The Board voted to renew a CD expiring on November 13, 2012 for 23 months. Motion P. Cahalen, second G. Ford, approved 4-0.

The Board voted to send accounts 036054 & 036108 to collections. Motion P. Cahalen, second G. Ford, approved 3-1.

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VI. OLD BUSINESS

Paul reported that the tennis court gate locks were repaired. One lock needed to be replaced and was rekeyed to match the existing keys.

VII. NEW BUSINESS

The Board reviewed the 2013 draft budget. There will be no increase in dues in 2013. Motion K. Steigauf, second G. Ford,. Approved 4-0.

VIII. MANAGEMENT REPORT

Patti Hoster reviewed all the correspondence sent and received since the last meeting.

- Items for the January newsletter are due on December 15th.

IX. REVIEW AND PREPARATION FOR NEXT MEETING

The next Board meeting will be held on Tuesday, December 4, 2012 at 7:00 pm at the San Ramon Community Center.

X. EXECUTIVE SESSION

There was no business to discuss in Executive Session.

XI. ADJOURNMENT

The meeting was adjourned at 8:20 pm.

Attested:

Date

Date