

Country View Home Owners Association,  
San Ramon, California, Inc.  
Board of Directors Meeting Minutes  
October 3, 2017

**LOCATION:** Country View Tennis Courts

|                         |                                 |          |
|-------------------------|---------------------------------|----------|
| <b><u>ROLL CALL</u></b> | Dan Schilling – President       | -Present |
|                         | Kathy Steigauf – Vice President | -Present |
|                         | Carol Rossi – Treasurer         | -Present |
|                         | Gladys Ford – Secretary         | -Present |

Also present: Patti Hoster from Community Association Management

**CALL TO ORDER**

The meeting was called to order at 7:03 pm.

**HOMEOWNERS FORUM / VISITORS**

There were four additional homeowners present. The following issues were discussed:

- A homeowner presented an architectural request and paint colors. The Board requested a lighter base color for the home.
- A homeowner discussed the painting of his home and repairs to his fence and driveway.
- A homeowner requested additional trimming on a tree behind her home.
- There was discussion on the cleaning out of the drains in the common area. Homeowner Paul Cahalen volunteered to work on this project.
- A homeowner that previously received approval for improvement projects notified the Board that only the driveway replacement will be completed at this time. The remainder of the projects will be postponed and a new application will be submitted.
- Dan Schilling provided an update on the widening of Crow Canyon Road.

**REVIEW OF PREVIOUS MEETING MINUTES**

The Board reviewed the minutes of the August 1, 2017 Board meeting. Motion D. Schilling, second K. Steigauf, approved 4-0.

**TREASURERS REPORT**

Carol Rossi reviewed the financial report for the period ending August 31, 2017.

- \$193,317 in Reserve account

Expenses:

- General and Admin – \$965 favorable YTD
- Contract and Maintenance – \$11,434 unfavorable YTD
- Utilities – \$551 favorable YTD
- Total Budget – \$9,919 unfavorable YTD

There were no new accounts to be sent to collections.

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The Board reviewed the 2018 draft budget. The budget was approved with a \$15 increase in the quarterly dues. Motion G. Ford, second K. Steigauf, approved 4-0

**BOARD BUSINESS**

The Board reviewed the draft reserve study update and requested revisions. Motion K. Steigauf, second G. Ford, approved as amended 4-0.

**MANAGEMENT REPORT**

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

**REVIEW AND PREPARATION FOR NEXT MEETING**

The next Board Meeting will be held on Tuesday, December 5, 2017 at the San Ramon Community Center.

**EXECUTIVE SESSION**

The Board moved into Executive Session to review violations and delinquencies. There was no action to take at this time.

**ADJOURNMENT**

The meeting was adjourned at 8:50 pm.

Attested:

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\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date