

COUNTRY VIEW HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
OCTOBER 4, 2011

**LOCATION:** Country View Tennis Courts

**I. ROLL CALL**

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

Also present: Patti Hoster from Community Association Management

**II. CALL TO ORDER**

The meeting was called to order at 7:15 pm.

**III. HOMEOWNERS FORUM / VISITORS**

There were no additional homeowners present.

**IV. REVIEW OF PREVIOUS MEETING MINUTES**

The Board reviewed the minutes of the August 2, 2011 Board meeting. Motion D. Schilling, second K. Steigauf, approved 3-0.

**V. TREASURERS REPORT**

Kathy Steigauf reviewed the financial report for the period ending August 31 2011.

\$160,213 in reserve account

Expenses-

- General and Administrative – \$888 unfavorable YTD
- Contract and Maintenance – \$1,352 favorable YTD
- Utilities – \$1,424 favorable YTD
- Total Expenses – \$3,667 favorable YTD

Motion K. Steigauf, second P. LaGuardia to approve the financial report, 3-0

There were no new accounts to be sent to collections.

The Board reviewed the engagement letter from Levy, Erlanger & Co. to complete the end of year financial review and tax returns. Motion D. Schilling, second P. LaGuardia, approved 3-0.

The Board reviewed the 2012 draft budget. There will be no increase in dues in the coming year. Motion P. LaGuardia, second K. Steigauf, approved 3-0.

**VI. OLD BUSINESS**

Dan presented a quote from A-K Aeration to cut the weeds and remove pine trees on Barbados. Motion P. LaGuardia, second K. Steigauf, approved 3-0.

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**VII. NEW BUSINESS**

The Board reviewed a proposal from First Serve Productions to resurface the tennis courts. Motion K. Steigauf, second P. LaGuardia, approved 3-0.

**VIII. MANAGEMENT REPORT**

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

3401 Bermuda – The Board reviewed an architectural application for landscaping. The Board has concerns about a tree being planted at the corner and blocking the line of sight for traffic.

**IX. REVIEW AND PREPARATION FOR NEXT MEETING**

The next Board meeting will be held on Tuesday, December 6, 2011 at 7:00 pm at the San Ramon Community Center.

The Annual Meeting will be held on January 18, 2012 at the Crow Canyon Country Club.

**X. EXECUTIVE SESSION**

There was no business to discuss in Executive Session.

**XI. ADJOURNMENT**

The meeting was adjourned at 7:55 pm.

Attested:

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Date

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Date