

Country View Home Owners Association,
San Ramon, California, Inc.
Board of Directors Meeting Minutes
October 4, 2016

LOCATION: Country View Tennis Courts

<u>I. ROLL CALL</u>	Dan Schilling – President	-Present
	Kathy Steigauf – Vice President	-Present
	Carol Rossi – Treasurer	-Present
	Patricia Molina – Secretary	-Present
	Christy Roland – 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

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

- Use of the tennis courts for private lessons. The homeowner will need to provide his own insurance policy to the Association.
- Approved roofing materials

IV. REVIEW OF PREVIOUS MEETING MINUTES

The Board reviewed the minutes of the August 2, 2016 open meeting and executive session. Motion K. Steigauf, second P. Molina, approved 4-0.

V. TREASURERS REPORT

Carol Rossi reviewed the financial report for the period ending August 31, 2016.

- \$184,152 in Reserve account

Expenses:

- General and Admin – \$2,328 favorable YTD
- Contract and Maintenance – \$7,359 unfavorable YTD
- Utilities – \$1,262 favorable YTD
- Total Budget – \$3,770 unfavorable YTD

There were no new accounts to be sent to collections.

The Board reviewed the 2017 draft budget. There will be increase in dues. Motion K. Steigauf, second C. Rossi, approved 4-0.

VI. OLD BUSINESS

The Board reviewed a draft welcome letter for new owners, as prepared by Carol Rossi. Motion D. Schilling, second P. Molina, approved 4-0.

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VII. NEW BUSINESS

The Board reviewed a proposal from Landscape Pest Control for the control of ground squirrels in the open area. Motion D. Schilling, second C. Rossi, approved 4-0.

The Board reviewed the draft reserve study as prepared by Reserve Study Specialist and requested reviewions. Motion D. Schilling, second K. Steigauf, approved as amended 4-0.

VIII. MANAGEMENT REPORT

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

IX. REVIEW AND PREPARATION FOR NEXT MEETING

The next Board meeting will be held on Tuesday, December 6, 2016 at 7:00 pm at the San Ramon Community Center.

X. EXECUTIVE SESSION

The Board moved into Executive Session to discuss violations and delinquencies.

XI. ADJOURNMENT

The meeting was adjourned at 8:40 pm.

Attested:

Date

Date