

Country View Home Owners Association,
San Ramon, California, Inc.
Board of Directors Meeting Minutes
December 3, 2013

LOCATION: San Ramon Community Center

<u>I. ROLL CALL</u>	Dan Schilling – President	-Present
	Paul Cahalen – Vice President	-Present
	Kathy Steigauf – Treasurer	-Present
	Gladys Ford – Secretary	-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 14 additional homeowners present.

The majority of the homeowners attended to discuss an application that has been submitted to the City of San Ramon for a home based tutoring business.

IV. REVIEW OF PREVIOUS MEETING MINUTES

The Board reviewed the minutes of the October 1, 2013 Board meeting. Motion K. Steigauf, second G. Ford, approved 3-0.

V. TREASURERS REPORT

Kathy Steigauf reviewed the financial report for the period ending October 31, 2013

\$169,382 in the Reserve account

- Expenses:
- General and Admin – \$1,344 unfavorable YTD
- Contract and Maintenance – \$4,391 favorable YTD
- Utilities – \$513 favorable YTD
- Total Budget – \$3,560 favorable YTD

Motion K. Steigauf, second G. Ford to approve the financial report, approved 3-0.

There were no new accounts to be sent to collections.

Patti Hoster reported that First Bank has sold their Association Services to Union Bank.

Dan Schilling joined the meeting at 8:10 pm.

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VI. OLD BUSINESS

Dan reported that the trees on Barbados are scheduled to be pruned.

VII. NEW BUSINESS

The Board discussed the issue of the home based tutoring business. The business has been in operation for over 10 years. The City of San Ramon recently changed their policy and now requires the homeowner to obtain a Minor Use Permit. The Board requested that the City hold a hearing regarding the matter. A hearing has been scheduled for December 19, 2013 at 3:00pm. The Board requested management to contact the Association's attorney for a legal opinion on whether such a business can be permitted according to the governing documents.

VIII. MANAGEMENT REPORT

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

IX. REVIEW AND PREPARATION FOR NEXT MEETING

The Annual Meeting will be held on Thursday, January 16, 2014 at the Crow Canyon Country Club.

The next Board meeting will be held on Tuesday, February 4, 2014 at 7:00 pm at the San Ramon Community Center.

X. EXECUTIVE SESSION

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

XI. ADJOURNMENT

The open meeting was adjourned at 8:30 pm.

Attested:

Date

Date