

Country View Home Owners Association,  
San Ramon, California, Inc.  
Board of Directors Meeting Minutes  
February 3, 2015

**LOCATION:** San Ramon Community Center

<b><u>I. ROLL CALL</u></b>	Dan Schilling – President	-Present
	Gladys Ford – Vice President	-Present
	Kathy Steigauf – Treasurer	-Present
	Christy Roland – Secretary	-Present
	Patricia Molina – Director	-Present

Also present: Patti Hoster from Community Association Management

**II. CALL TO ORDER**

The meeting was called to order at 7:07 pm.

**III. HOMEOWNERS FORUM / VISITORS**

There were 2 additional homeowners present.

70 Jamaica – the homeowner attended the meeting to discuss the installation of a composition roof on his home. He will provide the Board with addresses with similar roofs for review.

**IV. REVIEW OF PREVIOUS MEETING MINUTES**

The Board reviewed the following meeting minutes:

- December 2, 2014 Board meeting. Motion K. Steigauf, second G. Ford, approved 4-0-1
- 2015 Annual Meeting – Motion K. Steigauf, second G. Ford, approved 3-0-2

**V. TREASURERS REPORT**

Kathy Steigauf reviewed the financial report for the period ending December 31, 2014.

- \$183,308 in Reserve account

Expenses:

- General and Admin – \$1,309 unfavorable YTD
- Contract and Maintenance – \$1,020 favorable YTD
- Utilities – \$982 favorable YTD
- Total Budget – \$693 favorable YTD

The board voted to send the following accounts to collections:

- 036130 – Motion G. Ford, second D. Schilling, approved 5-0
- 036108 – Motion G. Ford, second P. Molina, approved 4-0-1

The Board voted to amend the delinquency policy to include an interest charge at the rate of 12% per annum on delinquent assessments, late charges and costs of collection. Motion D. Schilling, second G. Ford, approved 5-0.

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**VI. OLD BUSINESS**

There was no old business to discuss.

**VII. NEW BUSINESS**

The Board reviewed the 2015 reserve projects. The replacement of the tennis court fences will be reviewed this year.

**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, April 7, 2015 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 8:05 pm.

Attested:

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Date

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Date