

Country View Home Owners Association,
San Ramon, California, Inc.
Board of Directors Meeting Minutes
August 1, 2017

LOCATION: Country View Tennis Courts

<u>ROLL CALL</u>	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 7:05 pm.

HOMEOWNERS FORUM / VISITORS

There were two additional homeowners present.

2213 Tahiti – The homeowner attended the meeting to discuss the progress of the work at his home. The addition is finished and the landscaping is scheduled to start in 1-2 weeks.

126 Samoa – The homeowner attended the meeting to discuss an architectural application for renovating his front yard and driveway.

REVIEW OF PREVIOUS MEETING MINUTES

The Board reviewed the minutes of the June 6, 2017 Board meeting. Motion K. Steigauf, second D. Schilling, approved 4-0.

TREASURERS REPORT

Carol Rossi reviewed the financial report for the period ending June 30, 2017.

- \$191,149 in Reserve account

Expenses:

- General and Admin – \$445 unfavorable YTD
- Contract and Maintenance – \$10,868 unfavorable YTD
- Utilities – \$1,947 favorable YTD
- Total Budget – \$9,231 unfavorable YTD

The Board voted to renew a CD expiring on 8/8/17 for one year. Motion D. Schilling, second C. Rossi, approved 4-0.

There were no new accounts to be sent to collections.

The Board reviewed the engagement letter from Levy, Erlanger & Company to prepare the end of year financial review and tax returns. Motion G. Ford, second K. Steigauf, approved 4-0.

Country View Home Owners Association,
San Ramon, California, Inc.
Board of Directors Meeting Minutes
August 1, 2017

BOARD BUSINESS

The Board reviewed a proposal from Reserve Study Specialists to complete the annual reserve study update. Motion G. Ford, second D. Schilling, approved 4-0.

Dan Schilling reported on the following issues:

- Slide at the end of Barbados – In September they will start digging trenches to determine the velocity of the area. Soil test will also be performed.

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, October 3, 2017 at the Country View tennis courts.

EXECUTIVE SESSION

There was no business to discuss in Executive Session.

ADJOURNMENT

The meeting was adjourned at 8:45 pm.

Attested:

Date

Date