

Country View Home Owners Association,  
San Ramon, California, Inc.  
Board of Directors Meeting Minutes  
August 4, 2015

**LOCATION:** Country View Tennis Courts

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

Also present: Patti Hoster from Community Association Management

**II. CALL TO ORDER**

The meeting was called to order at 7:02 pm.

**III. HOMEOWNERS FORUM / VISITORS**

There were four additional homeowners present. The following issues were discussed.

- Cars parked on the streets for long periods of time.
- Board email addresses on the website are on a voluntary basis.
- The shrubs in the open space on Barbados need trimming.

**IV. REVIEW OF PREVIOUS MEETING MINUTES**

The Board reviewed the minutes of the June 2, 2015 Board meeting. Motion D. Schilling, second C. Roland, approved 3-0.

**V. TREASURERS REPORT**

Patti Hoster reviewed the financial report for the period ending June 30, 2015.

- \$189,126 in Reserve account

Expenses:

- General and Admin – \$441 unfavorable YTD
- Contract and Maintenance – \$7,564 favorable YTD
- Utilities – \$1,661 favorable YTD
- Total Budget – \$8,785 favorable YTD

There were no new accounts to be sent to collections.

The Board reviewed the engagement letter from Levy, Erlanger and Company to complete the end of year financial review and tax returns. Motion C. Roland, second G. Ford, approved 3-0.

**VI. OLD BUSINESS**

The Board discussed options for refinishing the letter on the monument sign and agreed to a cost of up to \$500. Motion G. Ford, second C. Roland, approved 3-0

Country View Home Owners Association,  
San Ramon, California, Inc.  
Board of Directors Meeting Minutes  
August 4, 2015

**VII. NEW BUSINESS**

The Board reviewed a proposal from Reserve Study Specialists to complete the reserve study update. Motion C. Roland, second G. Ford, approved 3-0.

**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, October 6, 2015 at 7:00 pm at the Country View Tennis Courts.

**X. EXECUTIVE SESSION**

The Board moved into Executive Session.

**XI. ADJOURNMENT**

The open meeting was adjourned at 7:55 pm.

Attested:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date