

WOODSIDE ASSOCIATION INC.
BOARD MEETING MINUTES
June 24, 2008

CALL The meeting was called to order at 7:14pm by President John Bird.

DISCLOSURE Discussed in Executive Session were:
Owner Discipline, Litigation, Personnel Matters.

OPEN SESSION Q: Is it true the Board is considering closing the satellite pools? (D Dunn)
As a part of measures to reduce water usage this was a suggestion along with eliminating the water features in the East Roadway. These were suggestions. (Bird)

Q: Is the formula used for allocation of monthly association assessments (p1093, Art 4, sec 2) correct? (Linda Lewis)

Dues are made up of two parts: 1) per unit 2) by square footage

The formula is given by the Association attorney. (Bird)

Q: Ann Higby (East) deeded parking space is being used by others.
She is requesting that space #787 be marked by a Handicapped Pole and sign.
Management will research what can be done to help. (Bird)

CONSENT CALENDAR The consent calendar was adopted as presented (MSC Anderson/Bird): Minutes of the May 22, 2008 Open Board Meeting.

MANAGEMENT REPORT

The new bookkeeping computer has been installed. We have had some challenges re-installing Door-King on the new computers and are close to having the bugs worked out. The letters for the Leased Parking and Bike Barn have gone out and the bi-annual fees are due July 1st. Management is working on bidding out replacement of sewer lines with a trenchless product. The areas that need to be addressed are 2270, 2262, 708, 873. Four companies were asked to bid. Of the four only one actually bid, and one other referred us back to the one who already bid. We are hoping to get one more bid by next month's board meeting. Management is also working on getting samples of alternative roofing products. Budgeted into the next fiscal year is the replacement of two (2) Simwood Roofs (Bldgs 705 & 709). Since Simwood is no longer a viable product, these types of roofs have been replaced with wood shake previously. Our goal is to have samples by the July meeting. Three (3) letters are included at the back of your binder for your reference only. The first is a letter from the homeowner at Unit 643-6. She is located in close proximity to the fencing where people were hopping the fence and vandalizing vehicles. The Safety Committee will address her concerns in their report. Second, a letter from AT&T states that the payphone located in the Old Woodside Clubhouse will be removed. If we want payphone service we will have to arrange an alternative service. Third, we have also included a letter from the homeowner of Unit 891-2 which was addressed to the Board of Directors. Management has already responded in writing to this owner. The subject of her letter was the calculation of the increased monthly assessments.

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MAINTENANCE

- Total Open Work Orders **91**
- Work Orders Opened May 20 – June 20 **70**
- Work Orders Closed May 20 – June 20 **42**
- Decks 720-7 **1**
- Shed Roofs 643-3 **1**
- Shed Repair 615-3 **1**
- Shed Rebuild 643-3 **1**
- Sheetrock Repairs 720-7, 867-5, 2294-16 **3**
- Siding 2258-4, 891-4, 895.6 **11 pcs**
- Expansion Boards Replaced **10**
- Painting 2233
- Stucco Walls 899-4 (2), 892-8, 867-2 **4**
- Patio Cleanup (abandoned property) 2217-3
- Tree Removed (Old Woodside) **1**

SECURITY

In the month of May there were no stolen cars, tows or home break-ins.

- Car Break-in **2**
- Cited Cars **107**
- Denver Boots **9**
- Expired Registrations **9**
- Cars with no Current Parking Stickers **12**
- Speeding Cars **9**
- Cellular Calls **99**
- Maint Emergencies **1**
- Noise Complaints **11**
- Suspicious Persons **13**
- Violations Written **28**

PRESIDENT'S COST REDUCTION IDEAS

President John Bird discussed cost reduction ideas

--as buildings are repaired, replacement of wood panels be made with stucco

--water features be removed in the East Roadway; replace with plantings

--satellite pools (moot issue after resident response)

--need to purchase replacement copper pipe lengths to have on hand for water break repair

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FINANCIAL REPORT

General Financial Position

At the end of May, there was approximately \$269,943 in cash Reserves. The May provision brings the total in cash reserves to \$330,499. \$20,265 was spent on Reserves in May. Reviewing the Financial Statement Month-to-Date we came out ahead, budget vs. actual, by \$17,398. Cash Flow remains extremely tight. All departments are conscience of conserving money.

Delinquencies

At May 31st delinquent assessments totaled approximately \$75,062.

Twenty (26) units are currently in collections.

Homeowners are delinquent \$12,921 for the special flood assessment. (Most of the dollars represented are owed by homeowners in collections).

Since 2007, 19 units have completed the foreclosure process, forcing a write-off of \$73, 438 in delinquent dues, special assessments, and late fees.

Treasurer Cyrus Youssefi reported that May 31st was probably the lowest ebb of our financial year. Highlights: Security was 12% above Budget and \$13,000 was saved in Maintenance.

SAFETY & ENVIRONMENT COMMITTEE

Chair Frank O'Connor reported that the fence in Sierra along Carro Drive has been raised; security cameras were discussed; and that pool gate locks were identified as a safety issue. The Committee recommends 1) key locks on all pools; 2) Security staff receive CPR/First Aid training; 3) Security staff be provided and required to wear safety helmets; 4) Security be provided with bicycle lights (15 watt). These should be action items on the July Agenda.

Frank also reported that 23% of the Association Budget goes to Utilities, nearly \$500,000 per year. The Committee recommends that a new Committee be formed for the purpose to organize Recycling Efforts and that an E=Waste Recycling Center be established.

OWNER/RENTER CAPPING RATIO SURVEY

Frank O'Connor, chair, reported that a total of 76 responses came in and of those 63% favored capping renter occupancy and 37% were opposed. The Committee recommends that this item be placed for vote of the Community. Discussion followed: Is this issue too late in the life of Woodside? The estimated cost of a Homeowners Vote is \$4,000 including the required 3-envelope mailing. Management of the actual occupancy by renters and owners would be difficult. MSC (O'Connor/Youssefi) that the Committee will research the key renter occupancy issues and the management process.

TREE COMMITTEE

MSC(Mitchell/Efken) to accept the recommendations to 1) remove stump at 886#1; 2) pruning plan for Sierra 649; 3) arborist to advise on elm at laundry #3. The area around the Pond is a long term, in process landscape plan which is getting underway now and will probably take several years to complete. The Committee would like to encourage maintenance's skills in trimming or tree removal.

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ADVERTISING IN NEWSLETTER

MSC(Bird/Youssefi) to accept various sizes/advertising pricing.

MSC(Mitchell/Anderson) to accept prepared advertising 8 1/2x11 insert = \$200.

Abstain: Atkinson

Oppose: Youssefi, Efken

PROPOSED CODE OF CONDUCT FOR THE DIRECTORS OF THE GOVERNING BOARD

Frank O'Connor outlined a proposed Code of Conduct for Board Members:

--Preamble

--Governance

--Conflict of Interest

--Confidentiality/Leadership/Interactions with Others

--Remedies

--Supporting Documents

The Code will be discussed in depth at future meetings.

BIDS

Air Conditioning Unit for Maintenance Building.

MSC (Anderson/Efken) to purchase A/C unit for Maintenance at a total cost of \$1200.

Sierra Painting Contract

MSC (Anderson/Youssefi) CalPro stipulation of paints and technique be made a part of the Carter Painting contract.

Recuse: Efken

Sierra Paving Contract

MSC (Bird/Youssefi) to accept paving contract for Sierra from Central Valley Engineering & Asphalt at \$33,681 plus CHEC management Contract at \$3300 for construction management and inspection.

Building Maintenance

MSC (Anderson/Youssefi) to add cleaning of Maintenance restroom to the Custom Care contract at \$960/year.

Flower Planting & Care

MSC (Efken/Anderson) that Management work with Fernandez in providing plantings and care of flowers at monuments, clubhouse, office, pools 2 times per year not to exceed \$1000 per season.

ADJOURN

The meeting was adjourned at 9:35 pm.

Respectfully submitted

MJ Mitchell, Secretary