

WOODSIDE ASSOCIATION INC
OPEN BOARD MEETING
October 25, 2011

CALL The meeting was called to order by President John Bird at 7:00 pm.

PRESENT John Bird, Allen Anderson, Nick Lapis, John Atkinson, Jon Rice and Lyn Efken.
Cindy Wickliffe and Sherman Britton represented management.

MINUTES MSC (Anderson/Efken) The minutes were approved as presented.

DISCLOSURE Executive Session Discussion : Owner Discipline, Legal, Personnel, and Owner Payment Plans.

MANAGEMENT REPORT

We have survived the season's first series of storms and I am happy to report that even though there were still several areas of concern regarding drainage and leaking the amount compared to past years was minimal. The best time to identify water issues is when there is lots of water so we will continue to monitor the property as we go through the rainy season.

These are exciting times for Woodside. We currently have 4 slots open for the 2012 board member election. We commend the nine (9) owners who are willing to serve by running on the ballot. The life of the association is dependent upon dedicated, knowledgeable homeowners who are willing to commit their time and energy to the improvement of the community. In reviewing the applications, we would like to address some of the themes. The cohesiveness of the board of directors has yielded much progress over the last five years. Working together, the association has moved from a reactive approach to management to a proactive approach through increased interaction and involvement on the part of the board working along side management. A recent development was to have 100% participation by the board members in the annual Budget Committee meetings. As a result of the last budget sessions the board adopted a community-wide ten year renovation plan with funding that has not required a special assessment or increase in dues. Good planning and expert budgeting, as well as valuable input from the Browning Reserve Group, has led us to a very stable financial environment in which to manage. A lesser known fact for the homeowners is that the board is provided with, on average, about 200 pages of documentation in the monthly board packet. We strive to be as transparent as possible and also maintain an open door policy. Many owners have availed themselves of this opportunity and have had their questions and concerns addressed directly by the managers. Both the newsletter and community website have been updated and expanded over the years, with the intent that all owners, both on-site and off-site, are fully informed as to what is being accomplished by the association. Most importantly, the financial data provided to the board includes many supporting schedules to the financial statements. The reporting of the annual reserve budget is backed up with sub-schedules for each of the ten buildings included in the current ten year plan (10 buildings per year for 10 years). This was the result of the managers and Construction Supervisor working closely with the Browning Reserve Group who developed a more intricate Reserve Study to meet the unique financial challenges facing Woodside. On a property with 56 acres and about 1,000 residents, the day to day work flow is often interrupted by some kind of emergency. Often our limited maintenance team is pulled away from the day's schedule to address urgent matters as they arise. We appreciate the patience of all the owners when, at times, it appears that projects are abandoned or unfinished! Maintenance tasks through the work order system are orderly and systematic however the best laid plans often change with a property as large and as aged as Woodside.

PRESIDENTS REMARKS

John Bird provided copies of an article, "Water Leaks, Start to Finish"

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FINANCIAL REPORT

At the end of September there was \$775,065 in cash Reserves. \$115,560 was spent on Reserves during the month. Of the \$155,000 Special Reserve Assessment due August 1, 2010, \$150,060 or 96% has been collected. Since switching to a third party provider for natural gas, the association has saved more than **\$34,000**. At September 30, delinquent assessments over 30 days late totaled approximately \$116,333. The Association did not collect \$18,735 in the month of September. Twenty Five (25) units are currently in collections. Since 2007, 85 units have completed the foreclosure process, forcing a write-off of \$312,547 in delinquent dues, special assessments, and late fees.

COMMITTEE REPORTS

1. NOMINATING COMMITTEE

MSC (Bird/Rice) to accept the following candidates to run on the ballot: John Bird, Robert Blasser, Joan Haradon, Christy Lugar, Gisela Schulz, Linda Lewis, Pamela Williams, Klara Stanton, and Pamela Petterle.

2. TREE COMMITTEE

Update only. Discussion of trees at 2224 and orange tree at 2266 as well as PG&E trimming.

3. SOCIAL COMMITTEE

Social Committee Chair is looking for volunteers for the holiday events; Pre-Thanksgiving November 18th, December 5th Clubhouse decorating, December 10th holiday party.

4. CLUBHOUSE REMODEL

MSC (Anderson/Efken) to remove the saunas in the Old Woodside Clubhouse and to install vinyl flooring as temporary measure.

5. ARCHITECTURAL COMMITTEE

MSC (Bird/Lapis) to approve remodel plans for 2241-9.

OLD BUSINESS

1. 2200 PARKING

Decision stands. No vote taken.

2. 2229 PARKING

MSC (Bird/Efken) to paint green for guest parking and paint white stripes so no vehicle can park behind.

3. IDENTIFICATION CARDS

MSC (Bird/Rice) to purchase the Alpha Card system with picture ID capability. Efken voted no.

4. SECURITY GUARD PEPPER SPRAY/HANDCUFFS

MSC (Anderson/Lapis) to approve arming the guards with handcuffs and pepper spray after they have received appropriate training/certification.

5. SECURITY VIDEO MONITORING

Information presented including bid from RC Security. No vote taken.

6. SECURITY CAMERAS

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Information presented including bids from Watchdogs, Stagecoach, and ADT/RC Security. No vote taken. Tabled until new budget year.

7. DOG PARK RULES

MSC (Anderson/Rice) to change the Dog Park hours to 8:00 am to 10:00 pm, to establish a Dog Park Committee and to appoint Maggie Hart as the committee chairperson.

NEW BUSINESS

1. SHIRLEY MEYERS RESIGNATION

MSC (Anderson/Rice) to accept Shirley Meyers resignation and to leave the vacancy open and fill the vacancy in the next election. The candidate with the fifth largest amount of votes will fill the vacancy.

2. FOAM ROOF BIDS

MSC (Bird/Efken) to accept the bid from Western Foam Roofing.

3. OLD CLUBHOUSE SAUNA/FLOORS

MSC (Anderson/Efken) to remove the saunas in the Old Woodside Clubhouse and to install vinyl flooring as temporary measure.

4. LED LIGHTS IN POOLS

MSC (Lapis/Rice) to approve replacing the lights in the pools to LED lights as needed.

5. GATE CODE CHANGE

MSC (Bird/Lapis) to change the vehicle gate codes over a 30 day period.

6. BUILDING ROOF AT 2282

MSC (Bird/Efken) to approve the bid from Western Foam to reroof building 2282.

7. AUTHORIZATION TO LIEN DELINQUENT UNITS

MSC (Bird/Rice) to approve liening the following delinquent units: 294-0220-003-0049.

8. GENERAL LIABILITY INSURANCE PACKAGE

MSC (Rice/Lapis) to approve the Willis Insurance brokerage proposal as follows:

Allied Insurance – General Liability

Greenwich Insurance – Umbrella

Hartford Insurance – Crime/Fidelity

Travelers – Directors and Officers

ADJOURNMENT

MSC (Anderson/Bird) to adjourn the meeting.

Next monthly meeting to be held November 22, 2011.

Lyn Efken, Secretary