

WOODSIDE ASSOCIATION INC
OPEN BOARD MEETING
November 22, 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.
Sherman Britton represented management.

MINUTES MSC (Anderson/Atkinson) to approve the minutes as presented.

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

MANAGEMENT REPORT

As always, there are many projects underway on the Woodside campus. We are wrapping up the second building on our Operation Restoration project and we are well into our third building. We have done some prep work on several of the other buildings that are on the restoration list. Scheduling major work during the rainy season is always a challenge and at times cumbersome. We are however, determined to complete as many of the buildings as we can. We are considering our options on how we can best achieve our goal of completing ten buildings per year.

During the rainy season work does not stop. A great portion of our attention turns to weather related water issues. A small amount of water left unchecked, can turn into monumental problem. It is imperative that we keep our buildings water tight. Roof leaks, backed up drains, pipe breaks, irrigation lines, sprinklers, windows, even walls that have been compromised can cost tens of thousands of dollars worth of damage and repairs.

The carport at 661 is up and functioning. This has been the carport from...well, you know where. The permit process was far more intense then we had expected. A major telephone feed to Sierra was in the path of one of the post so a redesign of the footings needed to be engineered. The change from vertical wood post to metal post posed a small challenge. However, In the end, we feel we have a more structurally sound carport that should last for many years to come.

We have several landscaping projects in the works. 722-724 courtyard has been completed and looks great. The landscaping at 2224 (where the two magnolia trees were removed) looks amazing. Our thanks goes out to Lyn for steering that project. Our list of landscaping bids that have already be awarded includes but is not limited to the areas of 2266, 661, 802, 637, 702/706 courtyard as well as others.

The office has conducted two training sessions for our staff which should help each of us perform our daily task a little more efficiently. These training sessions also included some cross training which will enable the office to function more effectively during vacation times and the holiday season.

Capital Property Management would like to wish the board, members of the association and all residents a wonderful Thanksgiving holiday.

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Maintenance Report

October 15, 2011 – November 15, 2011

Total Works Orders Outstanding – 154

Total Service Request Outstanding - 51

Inspections to Determine Scope of Work – 10

Misc Work Orders Closed – 9

Concrete Repairs Expansion Boards Replaced – 3 areas 9 cubic Yards

Roof Repairs and Replacements – 5

Fence and Gate Repairs – 7

Gutter Downspouts Repairs – 4

Stucco Sheetrock Repairs Due to Water Leaks – 5

Painting Projects - 2

PRESIDENTS REMARKS

John Bird provided copies of an article, “Stay Out Of Legal Trouble”

FINANCIAL REPORT

General Financial Position

At the end of October there was \$767,123 in cash Reserves. \$99,194 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 **\$36,000**. At October 31, delinquent assessments over 30 days late totaled approximately \$130,383. The Association did not collect \$18,813 in the month of October. Twenty Nine (29) 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 (Rice/Lapis) to approve ballot with random ordering of candidate names. John Bird abstained as he is running on the ballot.

2. TREE COMMITTEE

Update only.

3. SOCIAL COMMITTEE

Pre-Thanksgiving social went well. Cost was about \$250.00 with over 50 people in attendance. Requested more tables and chairs for December 10th holiday party.

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Thanks volunteers: Vanessa, Kathy, Al, Gisela, Wes, Tony and Dee. Security was very helpful. Decorating of the Clubhouse to be done November 28th.

4. CLUBHOUSE REMODEL

Update only. More information to follow in January.

5. ARCHITECTURAL COMMITTEE

MSC (Bird/Lapis) to approve bathroom remodel plans for 2225-3.

OLD BUSINESS

1. Dog Park Rules

MSC (Lapis/Bird) to accept sign as presented. Hours of the Dog Park to be 8:00 am to 10:00 pm year-round.

2. Security Updated Contract

Contract has been updated to include pepper spray and handcuffs on guards.

3. Board of Directors Mail-out

Information only.

NEW BUSINESS

1. Oversize Dog 2217-4

Doctor's letter from resident was presented.

2. Slant Roof Replacements

MSC (Efken/Anderson) to approve bid from Western Foam for replacement of 2290-1, 2229-7, 883-2, 790-10. Funds for these roofs were not included in the budgeting process and will be taken from Bridges/Waterways (\$5000), Carports (\$2850), and Carport Roofing (\$2850).

3. Write off Dues for Foreclosed Units

MSC (Bird/Anderson) to approve write-off of 3 units for a total amount of \$10,782.00.

ADJOURNMENT

MSC (Rice/Bird) to adjourn the meeting.

Next monthly meeting to be held January 24, 2012.

Cindy Wickliffe, Community Manager