

WOODSIDE ASSOCIATION INC.
BOARD MEETING MINUTES
July 22, 2008 AMENDED

CALL The meeting was called to order by President John Bird at 7:12pm.

PRESENT John Bird, John Atkinson, Cyrus Youssefi, Allen Anderson, MJ Mitchell, Frank O'Connor. Lyn Efken was absent. Brad Wickliffe represented management.

DISCLOSURE Discussed in Executive Session were items: Owner Discipline, Litigation, Owner Payment Plans, Personnel.

OPEN DISCUSSION 1) Request to move Parking item to top of Agenda (Higbe)
2) Explanation of Camera attached to balcony at 643-6; 3) Explanation of lack of Handyman notice on Vehicle (Klusman); 4) Question about Call Curtis, Channel 13 program (Hertz); 5) Questioning monthly dues assessment accuracy (Greco).

PRIVATE PARKING SIGN Cliff Higbe requests a Private Parking sign at his deeded parking space to facilitate transfer from his car to his home. MSC (Youssefi/O'Connor) that a Private Parking sign be erected at space 787. A Board Member raised the concern that the path traveled by Mr. Higbe presents a safety issue and had photos to support the concern.

CONSENT CALENDAR MSC (Anderson/O'Connor) that the Consent Calendar be approved. Item on the Calendar: Minutes of the June 24, 2008 Board Meeting.

MANAGEMENT REPORT

Management has met with AT&T to review their plans to install a new fiber optic box inside Woodside fencing along Northrop Avenue. AT&T has a utility easement for this area. No fencing will need to be moved and AT&T has agreed to work with the Landscape Committee on plant selection and will supply the plants and plant them as a courtesy to Woodside. Also the AT&T box is tan in color and Management has requested "green" if at all possible. Installation should begin within in the next 4-6 months. The new cabinet will provide state-of-the-art telecommunications service such as high speed Internet and improve phone service. A copy of AT&T's letter is located in the "Other Info" section of your binder.

Management has included a note from the owner of Unit of 873-10. The owner is asking that the Board consider lowering the rent on the Leased Parking Spaces. The note is included at the back of the Board Binder for your consideration.

The owner of Unit 2237-5 has addressed an email to the Board of Directors. The questions concern the possible vote on limiting the Owner/Renter Occupancy rates. This email was forwarded to Frank O'Connor and is attached at the back of the Board binder for your reference.

The hard drive of the computer located in the Security office was destroyed due to the power outage and subsequent power surge on June 25th. The computer has been replaced at a cost less than \$500.00.

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MAINTENANCE

- Total Open Work Orders **118**
- Work Orders Opened June 20 – July 15 **63**
- Work Orders Closed June 20 – July 15 **78**

- Shed Roofs (Sierra) **8 units**
- Shed Repair (Sierra) **19 units**
- Shed Rebuild 643-3 **1**
- Dry rot Repairs (Sierra) **13 Units**
- Painting Numbers Parking Bumpers **(In Progress/Sierra)**
- Walkway/Landing Painting 2201, 2294 **(In Progress/Old)**
- Trees Removed (Old Woodside) **3**
- Hot Water Pipe Repairs **2 Emergencies**

SECURITY

The Security report presented is only a partial report due to the hard drive crash.

- Cited Cars **38**
- Denver Boots **2**
- Expired Registrations **3**
- Cars with no Current Parking Stickers **3**
- Speeding Cars **3**
- Cellular Calls **total is unknown**
- Maint Emergencies **1**
- Noise Complaints **7**
- Suspicious Persons **3**
- Violations Written **15**

FINANCIAL REPORT

Treasurer Cyrus Youssefi reminded the Board that the fiscal year ended June 30, 2008 and that the June Reserve total was \$372,432. Approximately \$102,000 will be added this month. Cyrus directs Management to transfer from Reserves, \$96,000 into two separate certificate of deposits to allow for increase by interest up to \$100,000. One CD to be one year in duration and the second to be 6 months in duration.

Total delinquent in owner accounts is \$98,000. The majority, approximately \$70,000 at 90days and over, will go into liens. In the last fiscal year, 20 homes went into foreclosure. At 45 days delinquent the collection process starts.

COMMITTEE REPORTS

HUMAN RESOURCES COMMITTEE (HR)

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In the absence of Pam Williams, chair, John Bird read her report recommending an addition to the Employee Handbook. MSC (Bird/Anderson) to add to the Employee Manual permitting employees to donate accrued sick leave and vacation time to each other.

ARCHITECTURAL COMMITTEE

MSC (Bird/Atkinson) to permit two 10” Sola Tubes to be installed, at the homeowner’s expense, in unit 730-12, one each in kitchen and vanity, including the recorded modification that the owner assume repair and leakage responsibilities which follow to subsequent owners.

SAFETY & ENVIRONMENTAL COMMITTEE

Frank O’Connor, chair, reported that the Committee is awaiting a report from a Security Company for cameras, lights, other devices recommending placement and outlining cost.

OWNER/RESIDENT OCCUPANCY COMMITTEE

Frank O’Connor, chair, reviewed the proposed Time Line for the project, noting that ample time would be available for Owner Input at an Open Meeting in September. The motion to spend \$1500 to have Woodside attorney draft the proposed changes to the CC&R’s failed due to lack of a second.

TREE COMMITTEE

MSC (Bird/Anderson) to accept the proposed tree removals at 625-2; 639 north side; 736 north side; 873-877; 2292; and stump grinding at 633 north side; 7 remaining PG&E stumps under power lines; 712 west side; and pruning at 882 southwest side; 2208-1; 2237-6, and laundry 3.

OLD BUSINESS

SECURITY

MSC (Bird/Anderson) to purchase bicycle helmets and lights for the Security Patrol.

MSC (Bird/Anderson) to not purchase CPR and First Aid classes for Security. Opposed: O’Connor.

ENERGY EFFICIENT LIGHTING

MSC (O’Connor/Anderson) to implement compact fluorescent lighting in the Woodside Clubhouse with the exception of the Clubhouse living room.

WORKERS COMPENSATION INSURANCE

MSC (Youssefi/Bird) to accept the bid of Broker HRH Insurance, Tower Select. A question from the Board was, “Is this is a rated and admitted company?”

AUDIT

John Shaw, Auditor, recommends that Woodside utilize the Annual Review rather than the Annual Audit each year which is permitted by the Woodside CC&R’s. MSC (Anderson/Youssefi) to accept the Auditor’s recommendation of Annual Review yearly at an approximate cost of \$3,000 per year.

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CARPET REPLACEMENT

Homeowner's carpet needs replacement due to back up from a condensation line. The CC&Rs state that air conditioning unit is the responsibility of the Owner. The Owner had notified WHOA previously. To be considered: 1) amount of damage; 2) age of existing carpet; 3) useful life of carpet, 4) is this an upgrade? 5) does the homeowner have insurance? MSC (Anderson/Youssefi) that Management work with Owner to develop a pro-rated cost for the carpet replacement.

PERSONAL SECURITY CAMERA

Owner 643-6 has attached a security camera to the edge of her deck railing as a response to recent car burglaries adjacent to her home.

She has been asked to remove the camera because its attachment to the balcony railing is prohibited by the Rules and Regulations.

MS- (O'Connor/Youssefi) that the camera be placed on a tripod, not attached to the building.

FAILED	For	Youssefi	Opposed	Atkinson
		O'Connor		Bird
				Anderson
				Mitchell

MSC (Anderson/Atkinson) that the present camera location be permitted for six months; to be reviewed at that time.

CHANGE TO RESTATED BYLAWS

Discussion tabled until all board members are present. (Vice President Lyn Efken was absent)

COMPREHENSIVE TREE MAINTENANCE CONTRACT

MSC (Mitchell/Youssefi) to accept lowest bid from ECO for \$28,440 first year for tree trimming and care of Woodside Sierra. Old Woodside and Woodside East will be considered for future years.

STUMP GRINDING CONTRACT

MSC (Youssefi/Anderson) to accept ECO bid for \$1275.

ADJOURNMENT

The meeting was adjourned at 9:35pm

Respectfully submitted

MJ Mitchell, secretary