

BOARD MEETING MINUTES
LOS PASEOS HOMEOWNERS ASSOCIATION
February 11, 2014

1) Gizelle Lamb called the meeting to order. Board Members in attendance were: Melinda Douth, Alessandro Fasan, Judy Seps and Gizelle Lamb. Others in attendance were: Rita Helfrey, Ron Barnes, and Sarah Barber. Bryan Whitton from Freedom Solar also attended the beginning of the meeting.

2) Open Forum:

LPAC: Ron Barnes went over the LPAC lease. We reviewed the swim schedule. LPAC is still unsure where the Montevideo meet will be held. Gizelle asked about keys that are provided to the team. She wanted to explain that the office/clubhouse is not open for LPAC during practices. Alex asked about the clean up checklist. He also asked about insurance to make sure coverage is adequate. Gizelle stated that we are an additional insured on the policy. There was a complaint by a member who stated that swim team did not leave at 2 pm after a meet. Ron stated he will forward that information to the LPAC Board and they will try harder to be completed by 2 PM. Backstroke poles for the team will be installed by the swim season. Registration is 3/21/14. Walk in is 4/12/14. Gizelle proposed that we sign contract to allow LPAC to use the facility for swim team and events. Board members signed the contract.

SOLAR: Bryan Whitton spoke about the Solar programs available to the HOA and neighborhood. Financing Programs: 0 down, lease, % down, many options are available. Warranty is longer for lease system. HOA to provide information to research if solar is feasible for the clubhouse.

CLUBHOUSE RENTAL: Rita Helfrey was asking for a status update regarding a group who would like to meet Sundays at the clubhouse on a weekly basis. This is a church group. The Board discussed that the group would have to be flexible if there was a party that wanted to rent the clubhouse. There should also be a deposit associated with this group along with a contract. Regular rentals will take priority. Gizelle made a motion to approve this use of the clubhouse with conditions mentioned above and the church group will pay \$50.00 for each date of use, payment to be made one month in advance. Alex seconded the motion. The motion was unanimously approved by the Board.

3) January Minutes: Gizelle made a motion to approve. Alex seconded the motion. The January minutes were unanimously approved by the Board. The Board does not have June, July or December minutes to review. Rita believes she has notes for those meetings and will provide to Sarah.

4) 4) Financial Report-Gizelle Lamb-Treasurer

a) Current Account Balances:

- i) Wells Fargo Checking - \$ 2,557.28
- ii) Wells Fargo Business Savings - \$ 732.17
- iii) Waddell and Reed - \$ 82,010.41

b) We now have operating capital as homeowners have started paying assessments.

- c) The new pool cover will now be ordered (expense was approved in November Board meeting).
- d) Banking: Gizelle and Sarah informed the Board about the signature card issue at Wells Fargo along with knowledge obtained at the meeting with the banker at Wells Fargo where it was discovered that we are not set up as a Non-profit corporation. This information was passed on to the attorney to seek advice on how we are supposed to set up our bank account. Attorney advised that we should be set up as a Non-Profit Corporation and that we should discuss with our CPA for further direction. Sarah discussed with CPA when they did the taxes and he advised that we change banks to a bank that specializes in HOA's. He recommended Focus Bank and put Sarah in touch with an account Representative who could answer her questions regarding access for her and her ability to deal with issues without needing a signor. The representative gave her a lot of information and told her that we would not need to go into the bank every year to change signors as board members changed. The Board discussed Focus Bank and the advantages they would provide as an HOA banker and lender. They understand how to set up project-based loans. They also have CDs where we could place our Reserve funds. This would allow us to have all accounts at one bank. Gizelle made a motion to approve changing banks as recommended by our CPA. Alex seconded the motion. The motion was unanimously approved by the Board.

5) Committee Reports

a) Architectural Committee

i) Approvals

- (1) 7078 Via Ramada: Approved by Board online. Paint garage doors and trim to match the house. Gizelle signed approval.
- (2) 7170 Via Colina: Sunroom addition: Approved by Board online. Gizelle signed approval.
- (3) 126 Bernal Road: Solar panels on the alley side of house. Melinda made motion to approve solar panels. Gizelle seconded the motion and signed approval.

ii) Houses Sold – 4 for sale. 7211 Via Bella, 7040 Via Serena, 7121 Via Colina, 7226 Via Romera

iii) Violation Letters Sent = None

- b) Arch Committee is being put together. A plan is being put together to catalog pictures of houses in the association to keep on record.

6) Office Report - Sarah Barber

- a) Clubhouse Manager Report: A homeowner requested plans to her house and Sarah was able to find some house plans. She had them scanned. The plans that Sarah found will be available to homeowners upon request.
- b) Gardner notified that fence was vandalized. Security Cameras will be discussed at next meeting.
- c) Swim Lessons: Last year's prices that were charged: \$80 x 2 weeks for members and \$100 x 2 week for non-members. \$40 per ½ hour private lessons. Sarah will check to see if our prices are competitive.
- d) Clubhouse Rental Report: Future Rentals Are:
 - February 22 and 23, both birthday parties
 - April 5, baby shower
 - April 12, Reception
 - April 26, baby shower

e) Collections - 10 outstanding delinquent with liens, 2 with collection agency

1) Old Business

- a) March 10 applications due for summer jobs. Judy Seps, Alex Fasan and Melinda Doutt will be helping Sarah with the interview process.
- b) Parties during summertime: A schedule was discussed that will allow parties 1 time period for 2-hour slots. We will discuss at next meeting.

2) New Business

- a) Accepting credit cards: Sarah found that the Association can accept credit card payment of dues by setting up a PayPal account. The board discussed. A motion was made to accept payment by credit card by using PayPal so members can pay their dues online. The motion was unanimously approved by the Board.
- b) PG&E Upgrade Lighting Proposal: Sarah met with a representative with PG&E to discuss the program they are providing to upgrade lighting and getting rebates to pay for the upgrade. Guy Berry requested that Sarah obtain 2 additional quotes for the same work quoted by PG&E's vendor. The Board reviewed the proposals received by other vendors. Sarah informed the Board that she found out that the rebate is only available if we use the PG&E vendor to do the work. The total amount of the upgrades comes to \$16,562.14 for which \$13,385.54 is paid by the rebate and \$3,176.60 will be paid by the HOA. This will save the HOA \$1,811.91 in annual PG&E bills which means that the amount paid by HOA will be recaptured within approximately 21 months. A motion was made by Alex Fasan and 2nd by Melinda Doutt. The motion was unanimously approved by the board.

3) Adjournment