

BOARD MEETING MINUTES  
LOS PASEOS HOMEOWNERS ASSOCIATION  
June 20, 2017

- 1) Call to Order – Robert called the meeting to order at 7:15 pm. In attendance were Robert Lombardi, President; Gregory Cook, Secretary; Gizelle Lamb, Treasurer; Judy Seps, Associate Member Representative; Lisa Gasparovic, Office Manager.
- 2) Approval of Minutes: A motion to approve the May 2017 minutes was made by Rob, Greg seconded. Motion passed.

3) Open Forum

Members in good standing are free to speak about issues. Speakers must observe rules of decorum and not engage in obscene gestures, shouting, profanity or other disruptive behavior. Each speaker will have three minutes to talk. If they are in the middle of a sentence when time is called, they may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others.

No homeowners were in attendance.

4) Associate Member Representative Report

- a. Judy reported Associate Members really like the new pergola. She asked about other projects for improving the Clubhouse and Pool. The Board has a wish list of items to do next season (depending on budget), including the pergola by the Baby Pool, and the pergola next to the Clubhouse.

5) Financial Report

- b. Current Account Balances:
  - i. Focus Checking - \$128,123
  - ii. Focus Reserve Account - \$20,774
- c. Budget: The current budget and expenditures to date was reviewed by the Board.

5) Committee Reports

- a. Architectural Committee
  - i. Approvals: 7093 Via Ramada, 7053 Via Pradera
  - ii. Houses for Sale: 7028 Via Barranca (sale pending)
  - iii. Houses Sold: 7260 Via Vista (\$855,000), 7083 Via Serena (\$714,700), 6816 Avendia Rotella (\$690,000), 7136 Via Romera (\$855,000), 7032 Via Serena (\$925,000)

iv. Violation letters: two letters sent out.

6) Office Report

a. Clubhouse Manager Report

- i. Audited statements have been returned from the Accountant, no discrepancies were found.
- ii. MailChimp software has been obtained for targeted e-mails.
- iii. Swim lessons are going well.
- iv. Mid-season lifeguard training and gate guard training is on-going.
- v. Instead of \$50 deposit, we are changing the policy to accept a credit card which will only be charged in the event rules are not followed for Pool Party or Clubhouse rental. Each renter is given a checklist to follow at the end of the event.
- vi. Thunderbird Summer basketball camp has started, going well.
- vii. The Los Paseos **Neighborhood** Association (different than LPHOA) will be having a meeting at the Clubhouse.
- viii. Two Clubhouse rentals for June, four scheduled for July.

b. Update on HOA payments outstanding (as of 5/09/2017)

- i. Number of Owners Paid to date: 274
- ii. Amount Paid to date: \$159,521
- iii. Number of Associates Paid to date: 72
- iv. Amount Paid to date: \$46,040
- v. Number of Owners Paid Late: 21
- vi. Amount of Late Fees Paid: \$1410
- vii. Number of Owners Delinquent (as of 5/9/2017): 2
- viii. Number of Owners being sent to Collections: 2
- ix. Date Notice letter sent: 5/19/2017
- x. Date sent to Collection Agency: N/A

c. Results of Executive Session on status of collection accounts:

The times when Board meetings may held in Executive Session are specified in the CC&R and Bylaws. In order to protect the privacy of those concerned while maintaining a public record of the deliberations, case numbers known only to the Board and Office Manager have been assigned.

Case 201601 – Sent certified letter to Homeowner 5/10/2107. Only balance owed is to Pro Solutions (\$335).

Case 201602 – Interest and Pro Solutions fees paid 5/19/2017. CLOSED.

Case 201603 – Chapter 13 bankruptcy filed. Last payment received on 01/24/2017. Balance as of 6/20/2017 is \$583 (includes 2017 assessment).

Case 201604 – Received payment of \$552 on 12/19/2016. Pro Solutions will continue to pursue balance of \$1011 (includes 2017 assessment). (Same as last month.)

Case 201606 – In bankruptcy, paying \$50/month. Received \$90 partial payment on 5/23/2017. Balance as of 6/20/2017 is \$1825 (includes 2017 assessment.)

## 7) Old Business

- a. Outdoor ping pong table has arrived, to be located in grass area.
- b. Equipment checkout procedure has been established and reviewed by the Board; Lisa will implement this week as part of the Pool Rules form.
- c. Chess Club: approximately 12 people have signed up for the club. Cost is \$10 for members and associates, and \$15 for non-members, to be collected in six-week sessions.
- d. Social Events: June 25<sup>th</sup>: Family Fun Night, 5-8pm; July 13<sup>th</sup>: Movie Night in the Pool, Jaws; July 15<sup>th</sup>, Family Fun Night; August 5<sup>th</sup>: Movie Night, August 4-6<sup>th</sup>: three-on-three Basketball Tourney; August 18<sup>th</sup>: Family Fun Night; September 8<sup>th</sup>: Adult Pool Party; September 23<sup>rd</sup>, Movie Night.
- e. As a result of the recent hot weather, the Board requested that Lisa write an article in the Que Paeso entitled “Beat the Heat!” for members and associates to point out the advantages of pool ownership.
- f. “Mommy and Me” update: four children (with mothers!) in the program, will continue. Ratio of students to instructor can go up to eight-to-one.
- g. Diving Board update: it was determined there is nothing wrong with the diving board, it is natural to have rust in a chlorine rich environment, it just needs to be scraped with a wire brush and painted. Targeting August for this work. This is an annual maintenance item that needs to be budgeted in the future.
- h. Pro Solutions: Lisa will try to set the meeting with a Pro Solutions representative for next Board meeting (July).
- i. Record keeping update: In order to keep a clear record going forward, Lisa created a spreadsheet with the Homeowners addresses, reminder letters, and violation letters.
- j. Arborist: Wants to spend the whole day to trim and maintain trees. No other branches are currently considered an issue, however, there is some trimming to be done. After the Pool closes for the season we will schedule the tree maintenance.
- k. Board agreed in principle that Security guards are generally to be hired for: events that are after 10 pm, events which involved a DJ, or events at which alcohol will be served. Lisa is to look into firms

that would support this policy. Changes in policy to be looked at next meeting.

8) New Business

- a. Minimum wage increase: the City of San Jose has mandated an increase in the minimum wage to \$12 per hour as of July 1<sup>st</sup>, 2017. As a result, the Board has elected to increase the hourly wage of everyone connected with the pool will increase by \$1.50 to comply; at this time no one will be laid off to offset the cost.
- b. The Principal Facility Group is being considered for our new cleaning service, as this below our current rate, and the current cleaning service is not completely up to our standards. Lisa will get references for the company and will hire if satisfied.

9) The meeting was adjourned at 9:40 pm.