

**Hiller Highlands Four Association
Board of Directors Meeting
FINAL Minutes
January 31, 2007**

BOD Members: Bob Kuzma, Tom Kremen, Pauly Langguth, Dick Saalfeld, David Spellmeyer

Others: Barbara Schindler, Gordon Seligson, Gary Dougan, Charlie Priest

BOD meeting was called to order at 7 PM

Old Business:

- **Reviewed and approved** November minutes

New Business:

Welcoming team – Gary Dougan attended to discuss

- Gary, David, Pauly to get together to put together a welcome packet
 - DS to coordinate for early next week (2/5)
 - to invite others to participate

Treasurer's Reports

- reviewed December Financial and Year End Report
- Meeting with Accountant
 - Bob Kuzma will purchase QuickBooks - **approved**
 - have terminated QuickBooks online
 - will investigate training for QuickBooks
- reviewed EBMUD costs – still having problems with 4 CH, in particular
 - Bob will contact Cleary to get meter readings every 2 weeks
- Assessments – one outstanding from 4Q06 and 1Q07, second notice sent, billed with penalty

Notice to Abate – Summary of notice

- City has agreed to allow us to make changes to drainage
- Cleary will submit bid on repairs. BOD will vote by e-mail once costs are known.

Reserve analysis

- Review items to be paid for from reserves in 2007
 - Complete drainage modifications to address notice to Abate
 - Light standard outside 23 Schooner Hill
 - still in transit
 - drainage grate outside 5 CC
 - curb between 20 & 22 SH
 - will walk neighborhood to determine if there are other repairs necessary

Bentley Mediation

- Approved to pay \$874 for a 1/5th share of the total legal fees

Volunteerism for Hiller Highlands Four

- Annual Meeting
 - Election procedure and By-Law changes
 - Candidates for BOD
- Recruiting others to participate in the Association activities

Door tags and free newspapers

- Reviewed letter from homeowner

ACC Committee

- 18 SH has sent notice that garage door will be replaced and painted according to ACC rules
- Follow-up with homeowners who have replaced windows without prior approval

Landscape Committee

- no new items to report

Parking Committee

- Phase II Black Toyota still parking overnight
- Write President of Phase II letter that owner habitually parks, must cease and desist, will be towed (Dick Saalfeld)

Streets and Lights**Annual Meeting to be organized**

- Tom Kremen to coordinate activities with Pauly's assistance

First quarter bulletin

- RSVPs for HOA Annual Meeting
- Notice for election change
- Change in law requires us to notify homeowners of a number of items, including the rules, schedule of fines, etc.
- Will send them out with 1Q07 Bulletin, ensure we track for end of year
- Architectural control committee to post notice that, despite prior approvals, there is no precedent set. We reserve the right to take legal recourse to require compliance.
- In clear, big, bold letters:
 - Unattended dog barking is not acceptable
 - Laundry on balconies is unacceptable
- Notice that we really need additional homeowners to Volunteer

Adjourned at 9:15 PM

Approved at March 21, 2007 BOD meeting, submitted by David Spellmeyer, Secretary