

## **HILLER HIGHLANDS FOUR ASSOCIATION**

Minutes of the Board of Directors, July 15, 2009, Highlands Country Club

The meeting was called to order at 7:00 P.M. by President Cheryl Brodsky. Board members present: Bob Farwell, Herb Holman and Gordon Seligson. Committee Chairs Present: George Innes, Barbara Schindler, Janet Saalfeld, Gordon Seligson, and Pauly Langguth.

**There was confirmation of the electronic approval of the minutes of the May 20th, 2009 meeting.**

### **Report on the Echo Conference of June 21, 2009**

Cheryl Brodsky and Herb Holman reported on the Echo Conference. Herb Holman said one session noted the legality of HOA assessments, which are mandatory and can be increased up to 20% annually without membership approval. Board records should be available to all members if requested. The landlord is responsible for complying with all CC&Rs, including compliance by any of landlord's tenants or guests. Any fine of a member must include due process, a fair hearing and should be due to a pattern of violation, not a single incident. Solar installations must be allowed by an association (and are subject to an approved solar policy in Phase IV).

Cheryl pointed out it was strongly suggested at the conference that boards provide one voice to members. Once a decision is made by the Board, all board members should support it and speak with one voice, whether or not originally in agreement.

### **Correspondence**

We received a letter from HHV requesting a contribution to the landscaping costs along the streetscape extending from Caldecott Lane to the top of the hill along Hiller Drive, on land owned by Hiller V. It was HHV's position that this area benefits all phases but has been the responsibility of Hiller V only. Their landscaping cost for that portion is estimated at \$14,000 annually. While it was noted that this is not Phase IV property or legal responsibility, some Board members believed that a contribution to this cost might be appropriate. The issue however was tabled until the next HHIV Board meeting.

The Board received a letter from John and Marlene Eastman, 70 SH, regarding the satellite dish at 6666 Charing Cross, a Phase V townhome. According to the letter, the dish protrudes from the roof and it was asked whether the HHIV Board could do anything about this. Cheryl spoke with the Phase V architectural chairman who noted that Phase V does not have rules regarding placement of satellite dishes. Further, satellite dishes are protected by Federal statute. Since the Phase IV board does not have any authority over the placement of satellite dishes on HHV homes, it was suggested that the Eastmans consider direct communications with the neighbor, possibly offering to offset the cost of the dish relocation.

Karen Cavanaugh at 14 CH reported, and wanted homeowners to know, that a request for window dimensions from V&W Patio Door was rebuffed. The company indicated the information was proprietary.

### **Treasurer's Report** Gordon Seligson

Status of assessments: Two homeowners are in arrears for two quarters. One of the homes is being marketed for sale and the assessment will likely be collected in the escrow process.

2009 Budget: There are no significant items to report. Our insurance policies were renewed at a net savings of \$600 from the budget.

The reserve account CDs were renewed for one year at 1%. The other CD was increased to \$140,000 and was renewed for two years at 1.8%. The rates are down from 5% for the prior year CDs. Total reserves are approximately \$280,000 in CDs plus \$32,000 in the readily available reserve account, or \$312,000 total.

### **Old Business**

Roster: Janet Saalfeld reported that no new information was received from homeowners for the updated roster. Homeowners are encouraged to submit information for safety purposes. The roster will not be made public. It will be available in the fire emergency cabinet for emergency contact and to homeowners in paper format. It was pointed out that anybody with special needs or other particular items should provide the information so that it can be accessed in an emergency.

### **New Business**

Fall Social: Janet Saalfeld has arranged for the Fall Social to be at the Highlands Country Club from 11-1 on Sunday, September 13<sup>th</sup>. She is in need of volunteers to help with arrangements and at the event.

**Third Quarter Bulletin:** Gordon Seligson will have the Third Quarter Bulletin out shortly.

### **Committees:**

**Landscape:** Barbara Schindler:

The annual fire inspections were completed. Approximately 26 homeowners received action items, which are being taken care of by Cleary Brothers Landscaping. Any homeowner that received an action item should place the report in the 30 Schooner mailbox or give it to Barbara.

Water sprinklers are being adjusted to come on during the day to facilitate the reporting of leaks. Also, the times are being increased as it was observed that watering times have been inadequate in some landscaping areas.

The tenant at 17 CC is disposing of plant material over the balcony to the street. The board created an action item for the Secretary to prepare correspondence to the homeowner pointing out the issue and to request tenant to comply with proper disposal. The common areas are not dumping grounds.

**Parking:** Dick Saalfeld was absent due to a family emergency

The tenant at 25 CC is not parking cars in the garage and has up to six cars on the street and driveway. Tenant has been in residence for over 90 days, considered adequate to clear garage and comply with parking rules. The Board created an action item for the Secretary to prepare correspondence to the homeowner outlining the parking rules and a 90 day notice of fine if not corrected. The homeowner is responsible for informing tenants of the rules and requiring compliance.

**ACC:** George Innes

It was noted the garage door and mailbox at 24 Schooner Hill have been replaced and are now awaiting painting.

The homeowner at 67 SH has until August 31 to complete repairs and paint the unit per prior board action. The owner has not yet provided a schedule, probably due to a recent new arrival in the family. George is attempting to find out the decision on pod exterior color profile and project timing.

**Welcome Committee:** Janet Saalfeld

Attempts to contact new tenants at 25 CC have not been successful, but she will keep trying as emergency information is important to have.

**CORE:** Pauly Langguth

Pauly plans to test the fire hoses and inventory the two emergency boxes shortly.

Ed Ono will be conducting a fire hydrant/hose use demonstration on Saturday, August 22nd at the Spy Glass Hill fire hydrant located midblock in Phase I. All are encouraged to attend.

**The next meeting of the Board is Wednesday, September 16, 2009 at 7:00 PM at the Highlands Country Club.**

**Adjournment:** The meeting was adjourned at 8:40 P.M.

Respectfully submitted,

Bob Farwell, Secretary