

Hiller Highlands Four Association  
Minutes of the Board of Directors, January 19, 2010, Highlands Country Club

The meeting was called to order at 7:00pm by President Cheryl Brodsky. Board members present: Bob Farwell, Herb Holman, Dick Saalfeld and Gordon Seligson. Committee Chairs present: Barbara Schindler, Janet Saalfeld, Suzanne Barr, Pauly Langguth. Others in attendance: Marlene Eastman.

**There was confirmation of the electronic approval of the minutes of the November 18, 2009 meeting.**

**Correspondence**

Caldecott Tunnel construction “kick-off” was scheduled for today. There will be a community meeting during the second week of February, location to be determined. A web site is under construction. (Perhaps a Cal Trans representative can attend the annual meeting and give a short presentation).

Hiller Three is holding a “neighborhood watch meeting” at the Club tomorrow. Cheryl expects to attend. Information will be included in the next Bulletin.

The security patrol services again contact Cheryl with a proposal for armed guards at a cost of \$10 per home, predicated on all phases using the service. No interest was exhibited regarding the proposal.

**Treasurer’s Report**

The Board was provided copies of the December bank statements and corresponding reconciliation reports from Quick Books. It was acknowledged that the information correlated. (Future monthly reports will include this information).

It appears that there is approximately \$40k of unused funds as of 12/31/09. It was agreed to carryover \$5,000 to fund previously approved (but not implemented as of the end of the year) landscape projects and apply the remaining funds to reserves.

It was agreed that an update to the Reserve Study be completed by Applied Reserve Analysis during the second half of the year. Cheryl asked that the assumptions used in the report be carefully reviewed to ensure that they are accurate.

**Old Business**

The City has mandated that Bentley School form a “Neighborhood Liaison” Committee with representatives from each phase. Sam James has agreed to be our representative with Janet Saalfeld as alternate.

Pauly reported that the updated roster together with CORE and other information will be distributed within the next week.

**New Business**

Discussion about possible candidates to replace Dick, who has served three terms, on the Board for the 2010 – 2012 term; Cheryl agreed to stand for re-election. Several names were

suggested, Cheryl and others will make contact with these individuals during the next few weeks (in advance of the March meeting).

It was agreed that the format for the annual meeting (this year on April 7th) used in past years is satisfactory. Janet agreed to coordinate the social hour/buffet portion of the event.

### **First Quarter Bulletin**

The first quarter bulletin deadline is set for February 15th, 2010 with publishing for mid to late March. The size, cost and format of the 4Q bulletin was discussed and approved. **Future bulletins will include photos, which will make the bulletin more costly to print and may expand the size of the bulletin.**

Tentative due dates for remaining bulletins are May 15th, August 15th and November 15th. Article submissions for the next bulletin **will include articles on the 4th bore, know your neighbor, CORE and a profile of someone on the Board of Directors.**

### **Committee Reports**

**ACC** – George Innes was not in attendance but indicated **that he had no new items** in an email to the Board. He indicated that the new Architectural Code was posted on the web site and suggested **everyone** review **the rules** and report any issues.

**Streets** – New parking signs **have been** posted adjacent to 67 SH.

**Landscaping** – Work is scheduled but **has been** delayed due to weather.

**Parking** - New parking signs **have been** posted adjacent to 67 SH. No other parking issues **have been** reported.

**CORE** – **There are** tentative plans for **meetings with HHIV homeowners to review the contents of emergency boxes, provide information on how to prepare for an emergency and follow with a social hour. This event will take place on 3/7/2010 and 3/14/2010 at 3:30 PM.**

**Welcome Committee** – Janet will again be responsible for the annual meeting in April, which will be similar in format to last year's meeting. Janet could use additional volunteers.

### **Other Items**

The general session was adjourned at 8:45 PM.

An executive session was held to discuss HOA delinquencies, the amounts and units involved and procedures on limiting HOA exposure.

The executive session adjourned at 9:05 PM.

**The next meeting of the Board is Wednesday, March 17, 2010 at 7:00 PM at the Highlands Country Club.**

Respectfully submitted,

Bob Farwell, Secretary