



HILLER HIGHLANDS FIVE ASSOCIATION

Board of Directors
Highlands Country Club
Oakland, CA 94618

APPROVED MINUTES

Board of Directors Meeting
Tuesday, April 24, 2012
Hiller Highlands Clubhouse

Call to Order: Gerhart Kneissl, President, called a regular meeting of the Board of Directors to order at 7:00 p.m.

Board Members present: Gerhart Kneissl, President; Tommy Arnold, 1st Vice President (arrived at 7:45); Mitra Moheb, 2nd Vice President; and Sandi Bonacini, Treasurer.

Board Members Absent: Joanne Brown, Secretary.

Staff Present: Michael Lee, Collins Management.

Members Present: Robert Sieben

Homeowners Forum: Bob Sieben reported that there are 3 emergency bins with emergency supplies located at Hiller Highlands V. The bins are located on the by 557 Hiller Drive, between 105-107 Starview Court, and left side of 401 Hiller Drive. The combination to these bins is 0911.

Election of Officers: G. Kneissl was nominated as President, T. Arnold as 1st Vice President, M. Moheb as 2nd Vice President, S. Bonacini as Treasurer, and Joanne Brown as Secretary.

Presidents Report: No report.

Agenda: The Board reviewed the agenda of the April 24, 2012 regular Board meeting.

Minutes: Upon motion duly made and seconded, the Board unanimously approved the minutes of the February 22, 2012 regular Board meeting as amended. (G. Kneissl and M. Moheb abstains).

Upon motion duly made and seconded, the Board unanimously approved the minutes of the March 27, 2012 Annual Meeting.

Committee Reports:

Landscape Committee (None):

Introduction of Committee Members – Upon motion duly made and seconded, the Board unanimously reappointed the following committee members after their one year term expired:

Lisa Kirch: Water and Irrigation

Bet Lai: Plants

Sharon McPherson: Plants

Betsy Van Patten: Trees

Joan French: Trees

Tina Diskon: Homeowner Service, Chairperson

Landscape Budget/Contract – Upon motion duly made and seconded, the Board unanimously approved the Serpico contract for landscape service. There is no increase from last year, but an increase for next year is expected.

Safety: No report.

Fire Prevention (Bob Sieben):

A written report was provided. Topics of discussion included brush clearing in the East Meadow, extension of the fire break at the west end of Tunnel Road, emergency bin locks, upcoming newsletter topics, and protecting homes from ember ignition.

Architecture/Infrastructure (Steve Roland): No report.

Social Committee (Volunteer needed): No report.

Street Lighting (Bob Mehus): No Report.

Treasurer's Report: S. Bonacini reported on the Association's financial activity for the period ending 3/31/2012.

Financial Statements: The Board reviewed the financial statements ending 2/29/12 and 3/31/2012 provided by Collins Management Company.

Bank Reconciliation: The Board reviewed the bank reconciliation ending 2/29/12 and 3/31/2012 provided by Collins Management Company.

Aged Receivables: The Board reviewed the aged receivables report as provided by Collins Management Company.

Management Report:

The Board reviewed the "punch list".

The Board reviewed the Calendar.

Board Meeting Dates: The Board meeting dates for the remainder of the fiscal year are as follows – 5/22, 6/26, 7/31, 8/28, 9/25, 10/30, 12/12, 1/22, 2/20, and 3/26.

Other Business:

Rockslide Repair Progress: G. Kneissl and M. Moheb are scheduling a meeting with the planning City of Oakland's Interim Planning and Zoning Directory to discuss this matter.

Gas Shutoff Valve Progress: Management reported that numerous checks have been issued for reimbursing homeowners who have already installed the gas shutoff valve. Management is tracking the units receiving reimbursement and will follow up on in a few months to determine who has not installed the gas shutoff valve.

Email Communications: Management reported that email communications must be limited with the new Senate Bill 562 restrictions.

Correspondence: The Board reviewed a correspondence regarding red curb painting and parking issues.

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Adjournment: There being no further business, the meeting was adjourned at 8:45 p.m. The next meeting is scheduled for Tuesday, May 22, 2012.

BOARD CERTIFICATION

I, _____, _____
Name of director Office held

of the Hiller Highlands V Homeowners Association do hereby certify that the foregoing is a true and correct copy of the Minutes of the Hiller Highlands V Homeowners Association Board of Directors Meeting held on April 24, 2012, as approved by the Board members in attendance.

Signature

Date