



HILLER HIGHLANDS FIVE ASSOCIATION

Board of Directors
Highlands Country Club
Oakland, CA 94618

APPROVED MINUTES

Board of Directors General Meeting
Tuesday, October 29, 2013 6:30 PM

Call to Order: President John Diskon called a regular meeting of the Board of Directors to order at 6:33 PM.

Board Members present: President; Marlene Zuehlsdorff 2nd Vice President, Mitra Moheb, 1st Vice President, and Joanne Brown, secretary and Lisa Kirch, Treasurer.

Staff Present: Michael Lee, Collins Management.

Homeowners Forum:
No homeowners appeared.

President's Report:
No report was presented.

Agenda: The Board reviewed the agenda of the October 29, 2013 regular Board meeting.

Minutes: Upon motion duly made and seconded, the Board approved without objection, the minutes of the September 24, 2013 meeting. .

Committee Reports:

Landscape Committee

Written report was submitted in advance of meeting. Landscape Chair reported that Hiller Highlands sign had been installed and all comments were very positive. Routine landscaping continues with seasonal appropriate adjustments. Motion made and seconded (Pres. Diskon abstained) to authorize \$100 for appreciation gift for extraordinary efforts Landscaping Chair, Tina Diskon.

Safety (Nicole Shapiro)

No report

Fire Prevention (Bob Sieben):

Oral and written report presented by Chair Sieben. Chair discussed proposed annual fire prevention budget, announced upcoming meeting of Claremont Conservancy and distribution of fire prevention manuscript written by Sieben, HOA members were encouraged to attend; reported that FEMA grant was on hold due to defeat of parcel tax initiative; discussed inquiry from HOA III regarding submitting claims for mitigation relating to Caldecott Tunnel 4th bore construction through HOA 3; no OFD chief of fire inspections appointed as of yet.

Architecture/Infrastructure (Steve Roland)

Chair Roland reported that 20 gas turn off valves have not been installed yet by owners despite his repeated efforts. Board discussed making personal contacts. Painting and fence repairs are ongoing

Street Lighting (Bob Mehus): No report.

Treasurer’s Report:

Continued to December meeting

Management Report:

Email was received from president of HOA 3 inquiring about our participation in the “presidents council” and copy of HOA Rules and CCRs were forwarded as requested.

Other Business

As in prior years, due to holidays, there will be no November meeting; next Board meeting is December 10 2013.

New Business

Updating webpage was discussed with the possibility of adding a chat function . Collins will determine if this is feasible.

Adjournment: There being no further business, the meeting was adjourned at 7:18 p.m.

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 September 24, 2013, as approved by the Board members in attendance.

Signature Date