



HILLER HIGHLANDS FIVE ASSOCIATION

Board of Directors
Highlands Country Club
Oakland, CA 94618

APPROVED MINUTES

Board of Directors General Meeting
Wednesday, January 29, 2014, 6:30 PM

Call to Order: President John Diskon called a regular meeting of the Board of Directors to order at 6:50 PM.

Board Members present: President; Marlene Zuehlsdorff 2nd Vice President; Joanne Brown, Secretary and, Lisa Kirch, Treasurer

Staff Present: Michael Lee, Collins Management.

Homeowners Forum:

Concerns were expressed about the impact on the safety of the entire community of the less than universal installation of gas turnoff valves by all the homeowners. 18 homeowners had not responded to the installation program or refused to install the gas shut off valves despite the monetary incentive from the HOA covering the cost of installation. Board agreed with the recommendation of the Architecture Committee that the Board send a letter to the owners not in compliance. A letter will be drafted and sent for review to the Board within the following 2 weeks and will be reviewed and sent directly to the outstanding owners. Recommendations for amending the CCRs and adding installation as a condition of sale were also discussed.

President's Report:

No report was presented.

Minutes: Upon motion duly made and seconded, the Board approved without objection, the minutes of the October 29, 2013 meeting; review of the minutes of December 2013 were tabled.

Committee Reports:

Landscape Committee

A written report updating landscaping progress was received and reviewed by the Board. The question of what trees should be planted to replace the diseased fruit trees will be presented at the annual meeting where homeowners' input will be sought.

Safety (Nicole Shapiro)

No report

Fire Prevention (Bob Sieben):

Proposal to accept \$ 5000 grant was tabled to consider when Chairman Sieben could be present at February meeting. Discussion about scope of grant and overall budget was deferred until Sieben could be present.

Architecture/Infrastructure (Steve Roland)

Motion made and passed to give chair of Architecture committee authority up to \$ 1,000 to encumber HOA monies for fence repairs and painting. Update on fence repair and painting provided by Chairman Roland. All approved work has been completed except on one home.

Street Lighting (Bob Mehus):

Chair made detailed presentation on inquiry regarding installation of LED street lighting in HHV. Bids were solicited and received from two vendors (\$7989 vs. \$ 16,150). Board deferred further discussion on the topic until the receipt of information regarding the installation of LED street lights in HHIV anticipated within in the next 3-4 months. Motion to defer discussion for 90 days made and passed.

Treasurer’s Report

Financial statements, reconciliation, and aged receivable reports received and reviewed and approved by the Board. Questions were raised regarding the initial draft of the reserve study. Finance Committee will meet with reserve study consultants and present a final study for review at February meeting. Consultants will appear to answer questions at February 20, 2014 Board meeting. Board also recommended that the consultants meet with the newly elected Board every other year to orient the Board to the reserve study, its construction and role in fiscal management.

Management Report:

Annual meeting is on March 25, 2014. All nominees for Board must submit Declarations of Candidacy by 2.17. Social committee will be responsible for providing light food etc.

Other Business:

None

Correspondence:

None

Adjournment: There being no further business, the meeting was adjourned at 7:45 p.m.

Executive Session: No business was considered.

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 October 29, 2013, as approved by the Board members in attendance.

Signature Date