



HILLER HIGHLANDS FIVE ASSOCIATION

Board of Directors
Highlands Country Club
Oakland, CA 94618

APPROVED MINUTES

Board of Directors General Meeting
Tuesday, August 26, 2014, 6:30 PM

Call to Order: The Board of Directors meeting was called to order at 6:30 PM.

Board Members present: John Diskon, President; Jan Howard, 1st Vice President; Marlene Zuehlsdorff, 2nd Vice President; and Sandi Bonacini, Treasurer.

Board Members absent: Joanne Brown, Secretary.

Staff Present: Michael Lee, Collins Management.

Members Present: Steve Roland, Tina Diskon, Sharon McPherson, Bob Sieben, and Joe Schulz.

Homeowners Forum: The Board convened an open forum for members and residents to comment on various community issues: None.

President's Report:
No report was presented.

Minutes:
Upon motion duly made and seconded, the Board unanimously approved the minutes of the July 29, 2014 Board Meeting as presented.

Committee Reports: **Landscape Committee**

The committee provided a report on current landscape matters. The committee reported that the last pear trees were removed. Some replacements will occur in October, but most of the replacements will not be done until the next fiscal year. The irrigation has been adapted to the EBMUD regulations. .

Fire Prevention (Bob Sieben): B. Sieben provided an amendment to the Shelterbelt contract to implement the HHV Wildlands Vegetation Management Plan for 4/1/14-3/31/15 that is from the Diablo Fire Safe Council. Invoices will be billed directly to DFSC. The amendment was signed by the Board.

Architecture/Infrastructure (Steve Roland):

Fence Repair/Painting Proposal: S. Roland reported that they painting is being done at 7 and 39 Starview Drive. .

Gas Shut-off Valve Installation Update: No update.

90 Starview Drive Repair Proposals: S. Roland provided the Board with 2 proposals to correct the maintenance issues. Management will send the homeowner with a letter that includes the estimate for repairs.

Street Lighting (Bob Mehus): The Board reported that they light that is out at Hawks Hill Court will be replaced with a LED light.

Treasurer’s Report

Financial Statements: The Board reviewed the July 2014 financial statements as provided by Collins Management.

Bank Reconciliation: The Board reviewed the July 2014 bank reconciliations as provided by Collins Management.

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

Resolution to Approve Liens: WHEREAS, the Board of Directors has reviewed the current list of delinquent owners and state law requires the Board to decide by a majority vote of directors at an open meeting whether to record a lien against the property of owners who are delinquent in the payment of assessments and WHEREAS, a notice of intent to record a lien has been or will be sent to such owner(s), the Board took the following action:

RESOLVED by a majority of directors at this open meeting, to record a lien against the property of those owners whose assessments are delinquent when the 30-day grace period specified in the notice of intent to record a lien has expired. This decision is made specifically in regards to the following account(s): None.

Old Business: None.

New Business: None.

Management Report:

Punch List: The Board reviewed the punch list provided by Collins Management.

Calendar Update: None.

Adjournment: There being no further business, the meeting adjourned back to Executive Session at 7:26 p.m. The next Board meeting is scheduled for Tuesday, September 30, 2014 at 6:30pm. .

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 August 26, 2014 approved by the Board members in attendance.

Signature Date