



HILLER HIGHLANDS FIVE ASSOCIATION

Board of Directors
Highlands Country Club
Oakland, CA 94618

APPROVED MINUTES

Board of Directors General Meeting
Tuesday, February 24, 2015, 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; Sandi Bonacini, Treasurer; and

Board Members absent: Marlene Zuehlsdorff, 2nd Vice President and Joanne Brown, Secretary.

Staff Present: Michael Lee, Collins Management.

Members Present: Marion O'Leary, Tina Diskon, Betsy Kean, Bob Mehus, and Steve Roland.

Homeowners Forum: The Board convened an open forum for members and residents to comment on various community issues: No discussion.

President's Report:
No report was presented.

Minutes:
Approval of January 27, 2015 Board meeting minutes. Tabled. The Board will hold a special meeting to approve the minutes when members who attended the meeting are present.

Committee Reports:
Landscape Committee
The committee provided a report on current landscape matters.

Fire Prevention (Bob Sieben): No report.

Architecture/Infrastructure (Steve Roland):
Fence Repair/Painting Proposal: None.

Gas Shut-off Valve Installation Update: No update.

Homeowner Window Violation: The committee reported that there is a person in Sacramento that can paint vinyl windows. They will communicate this information to the homeowner.

Street Lighting (Bob Mehus): The Board reviewed a proposal from Trinity Electric to replace the remaining streetlight with LED fixtures. Upon motion duly made and seconded, the Board unanimously approved the proposal for \$420 per installation.

Treasurer's Report

Financial Statements: The Board reviewed the January 2015 financial statements as provided by Collins Management.

Bank Reconciliation: The Board reviewed the January 2015 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:

Draft 2015-2016 Reserve Study Funding Update: Upon motion duly made and seconded, the Board unanimously approved the revised funding study update as presented and to engage the previous reserve study company, The Helsing Group, for the next reserve study.

New Business:

Rental Request: The Board reviewed a rental request from a potential buyer to rent the unit for up to 18 months as a hardship. The Board declined the request as they did not feel the reason constituted a hardship.

Management Report:

Punch List: A report was provided.

Calendar Update: None.

Adjournment: There being no further business, the meeting adjourned back to Executive Session at 7:09 p.m. The next regular Board meeting is scheduled for Tuesday, April 28, 2015 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 February 24, 2015 approved by the Board members in attendance.

Signature

Date