



HILLER HIGHLANDS FIVE ASSOCIATION

Board of Directors
Highlands Country Club
Oakland, CA 94618

APPROVED MINUTES

Board of Directors General Meeting
Tuesday, April 28, 2015, 6:30 PM

Call to Order: The Board of Directors meeting was called to order at 6:35 PM.

Board Members present: Jan Howard, Michael Saba, Joe Schulz, and Marion O'Leary.

Board Members absent: None.

Staff Present: Michael Lee, Collins Management.

Members Present: Tina Diskon, Sharon McPherson, and Steve Roland.

Election of Officers: Upon motion duly made and seconded, the Board voted unanimously for the following: Jan Howard was elected President, Michael Saba was elected 1st Vice President, Joe Schulz was elected Treasurer, and Marion O'Leary was elected Secretary.

Board Appointment: Upon motion duly made and seconded, the Board unanimously voted to appoint Marlene Zuehlsdorff to the Board to fill the vacant position left by Joanne Brown to fill out her remaining year of her 2 year term.

Homeowners Forum: The Board convened an open forum for members and residents to comment on various community issues: Topics of discussion included the quarterly dues increase, requirement for rules change, and disclosure requirements per Davis-Stirling.

President's Report:
No report was presented.

Minutes:
Upon motion duly made and seconded, the Board unanimously approved the minutes of the March 31, 2015 Special Board Meeting as presented.

Upon motion duly made and seconded, the Board unanimously approved the minutes of the March 31, 2015 Annual Meeting as presented.

Committee Reports: Landscape Committee

The committee provided a report on current landscape matters.

Committee Members Resignation and Appointments: Upon motion duly made and seconded, the Board unanimously accepted the resignation of the members of the Landscape Committee for the 2014-2015 fiscal year and to appoint Tina Diskon, Pam Williams, Betsy Van Patten, Bet Lai, Karen Faircloth, Akiko Yuda, and Sandi Bonacini as members of the Landscape Committee with Tina Diskon being Committee

Chairperson.

Fire Prevention (Bob Sieben): The Board reviewed a written report.

Safety (Diane Seifi): No report.

Architecture/Infrastructure (Steve Roland):

Committee Members Resignation and Appointments: Upon motion duly made and seconded, the Board unanimously accepted the resignation of the members of the Architecture/Infrastructure Committee for the 2014-2015 fiscal year and to appoint Bill Tam and Steve Roland as members of the Architecture/Infrastructure Committee with Steve Roland being Committee Chairperson.

Fence Repair/Painting Proposal: None.

Gas Shut-off Valve Installation Update: No update.

Street Lighting (Bob Mehus): No report.

Treasurer's Report

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

Bank Reconciliation: The Board reviewed the March 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: None.

New Business:

Email Communications: The Board reviewed information regarding email communication between Board members under Davis-Stirling.

Management Report:

Punch List: A report was provided.

Calendar Update: A report was provided.

Adjournment: There being no further business, the meeting adjourned back to Executive Session at 7:43 p.m. The next regular Board meeting is scheduled for Tuesday, May 26, 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 April 28, 2015 approved by the Board members in attendance.

Signature

Date