

BARRON SQUARE HOMEOWNERS ASSOCIATION

Minutes of the Board of Directors Meeting

August 19, 2009

ORDER

The Barron Square Board of Directors Meeting was called to order by President Marla Degner at 7:03pm at the Clubhouse. Board members also in attendance were Joel Davidson, Chris Grillone, John Morrissey and Perky Perkins. Also attending was Deborah McGraw representing PML Management Corporation.

HOMEOWNER FORUM

The owner of unit 516 Thain stated that he has observed a hairline crack in the balcony. Deborah McGraw stated that Draeger Construction will inspect the deck during the upcoming concrete work.

The owner of 504 Thain stated that he has heard language that is threatening and offensive from the bar across from El Camino.

The owner of 588 Thain mentioned that the Agapanthus and Jasmine in the planter across from her garage is very dry. Ms. McGraw stated that a proposal from Loral Landscaping to replace a defective irrigation valve was approved at a cost of \$400 to correct this problem.

Ms. McGraw was requested by the Board to have maintenance check the Astro Clocks which control the common area lights since they appear to come on too early and turn off too late.

AGENDA/CALENDAR REVIEW

The Board reviewed the Agenda and Calendar and there were no changes made.

APPROVAL OF PREVIOUS MEETING MINUTES

On a motion duly made by Marla Degner and seconded by Perky Perkins, the Minutes of the June 23, 2009, Board of Directors meeting were approved as amended with Joel Davidson abstaining from the vote since he did not attend the meeting.

REPORTS

President – No report.

Treasurer – Treasurer, Chris Grillone, reviewed a summary of the financial statement for the period ending 7/31/09 as follows:

	Month	Y-T-D	Budget	Variance
Total Revenue	39,477	326,605	279,377	47,228
Total Maint. & Repairs	27	52,545	55,482	(2,937)
Total Utilities	4,383	21,719	20,468	1,251
Total Admin. Expenses	7,995	56,953	59,969	(3,016)
Total Reserve Expenses	750	382,150	165,578	216,572
Total Assets		830,070		
Total Liabilities		19,244		
Total Fund Balances		810,826	661,239	est yr end

Chris Grillone requested management to send him a report of the upcoming expenses for the next 6 months, since there is a CD coming due. Mr. Grillone also requested management to research why the landscape reserve expenditures are approximately \$8,500 over budget and to send him the information via email. Mr. Grillone also requested information on if the electricity charges have increased possibly due to a leakage or some other problem, or just normal charges due to rate increases. He was given copies of invoices for his review.

Manager – The Board reviewed the manager’s report presented at the meeting without comment. Ms. McGraw stated that she hopes to begin including the Manager’s Report with the Board packet in the near future.

Architectural – After review of the Architectural Request from 4131 Thain to install an ac unit inside their patio where old existing lines are already located, a motion was made by Chris Grillone and seconded by Perky Perkins, to approve of the request. Marla Degner requested the motion to be amended in order to include the provision that the work is completed by a licensed contractor. After some discussion the motion was unanimously approved.

Grounds – After review of a proposal from All Fence to repair the sagging fence adjacent to 539 Thain at a cost of \$1770, a motion was made by Chris Grillone and seconded by Perky Perkins to approve of the proposal. After some discussion the motion was unanimously approved. The owner of 4108 Thain requested the Board to discuss placing unit numbers on the garbage enclosures for the new garbage service to pick up residents cans. Ms. Perkins stated that she has been in contact with the new service company and it has been determined that addresses will not be necessary since the pick up crew looks in all of the resident’s enclosures and will bill residents appropriately. Ms. Perkins was requested to contact the owner of 4108 Thain to advise her of this situation. Deborah McGraw stated that a proposal had been approved in the amount of \$580.78 for Precision Concrete Cutting to grind various trip hazards throughout the complex and that the work is scheduled for 9/1/09.

Landscaping: Deborah McGraw stated that the residents of 4131 Thain have pruned the Plum tree in their backyard as requested. The Board then reviewed landscape notes from the walkthrough performed on June 30, 2009. Joel Davidson requested Ms. McGraw to take the notes from the landscape walkthroughs and create an action list including the walkthrough scheduled for August 25th. Marla Degner then made a motion, seconded by Joel Davidson, to approve of a proposal from Loral Landscaping for various landscape improvements discussed at the June 30th walkthrough, at a cost of \$438.50. The motion was unanimously approved. Ms. McGraw also presented a proposal from McClennahan Pest Control to treat four live oak trees for a black substance that is seeping from the trees at a cost of \$960. On a motion duly made by Perky Perkins and seconded by Marla Degner, the proposal was unanimously approved.

Pool & Recreation – Ms. McGraw stated that it has been determined that there is a leak in the fill line to the spa and Cool Pool recommends abandoning the existing fill line and re routing the line to fill the spa through the return line. A check valve will be installed in order to prevent water from returning through the re routed fill line. A motion was made by Chris Grillone and seconded by Marla Degner to approve of rerouting the fill line at a cost of \$200. After some discussion the motion was unanimously approved. Ms. McGraw was also requested to have maintenance repair the post hinges on the gate closest to the spa.

The Board then discussed the recent vandalism of the clubhouse by a group of young individuals and thanked Laszlo Tokes for cleaning up the mess which was left behind. After some discussion about increasing the security for the entire pool area including the clubhouse, the Board agreed to request management for a cost to change the existing pool keys to card type keys to be reviewed at the next meeting. Marla Degner offered to look into installing security cameras as an additional deterrent to the recent vandalism.

Adjacent Properties – Perky Perkins advised that anyone hearing threatening language coming from the bar across on El Camino (Dan Browns) should call 9-1-1. Citizens can call the non-emergency number to complain of loud non-threatening voices from the bar. General yelling, however, is not considered citable.

Emergency Preparedness Committee – Joel Davidson stated that Laszlo Tokes attended a dinner/cookout given by the Emergency group of the Barron Park Association and that the next meeting of the BSHOA committee will be scheduled for October 2009.

Project Review Committee – Pending review of references from the gutter cleaning companies.

UNFINISHED BUSINESS

10.2.07 Fine Structure – Perky Perkins reported that a draft fine schedule has been provided to management for review.

5.4 546 Thain (Roto Rooter Proposal) – Marla Degner reported that she has met with Bill Foley of Roto Rooter and decided to wait for the rainy season to see if the recent cleaning of the drain will alleviate the excessive water from ponding at their front door. ^{AND THE INSTALLATION OF THE BUBBLE-UP PIPE}

6.1 Management Contract Renewal – Marla Degner stated that the Board has met in Executive Session to review the proposed renewal contract and requested a meeting with Deborah McGraw and her supervisor Steve Fox to discuss the details. Ms. Degner has also provided them with a new self-assessment form and requested PML to send the completed form to her before the meeting.

6.2 Gutter Cleaning Bids – Deborah McGraw stated that a bid has been received from Commercial Gutter Cleaning and that she is still waiting for bids from Ace Raingutter and Professional Gutter Cleaning for cleaning in November 2009 and February 2010.

NEW BUSINESS

8.1 2010 Budget – Deborah McGraw stated that a draft budget will be provided via email for discussion at the next board meeting and recommended holding a separate budget meeting in October instead of November in order to finalize documents in sufficient time to be mailed by December 1, 2009.

PENDING ITEMS

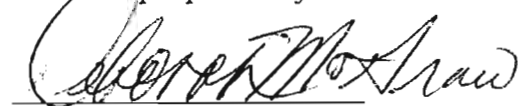
- *The Well* – The Board reviewed a status report from Abel Espinosa and requested that the warranty information be presented at the next meeting for formal inclusion into the meeting Minutes.
- *Structural Repairs, Painting and Wood Shingle Maintenance* – Deborah McGraw stated that Draeger has agreed to install a thin layer of concrete over the existing elastomeric coating (after proper surface preparation) at the two locations at no cost to the Association. Marla Degner requested Draeger to provide warranty information on the new concrete.
- *Comcast Services Agreement (Re-wiring project)* – Deborah McGraw expressed her concern that she is not receiving correspondence from Comcast in response to her various emails asking for details of the re-wiring project and stated that she will contact other individuals at Comcast in an attempt to receive the re-wiring details.
- *Virginia Graeme Baker (VGB) Pool and Spa Safety Act* – Deborah McGraw stated that the VGB work is scheduled to begin on the pool and spa tomorrow, 8/20/09.

ADJOURNMENT & ANNOUNCEMENTS

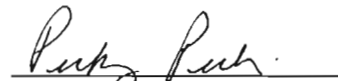
The next regular meeting of the Board of Directors was scheduled for Wednesday, September 16, 2009 at 7pm in the Association's Clubhouse. There being no additional business before the Board, the Meeting was adjourned at 9:25pm.

Minutes prepared by:

Attested:



Deborah McGraw, CCAM
PML Management Corporation



Perky Perkins
Secretary