

BARRON SQUARE HOMEOWNERS ASSOCIATION

Minutes of the Board of Directors Meeting

September 21, 2011

ORDER

The Barron Square Board of Directors Meeting was called to order by Vice President Brooke Bailey at 7:07pm at the Association's Clubhouse. Board members also in attendance were Chris Grillone, John Morrissey, and E. Perky Perkins. President Maurice Green was absent. Also attending was Deborah McGraw of PML Management and various owners.

AGENDA/CALENDAR REVIEW

The Board reviewed the Agenda and Calendar.

HOMEOWNER FORUM

The owners of 4141 Thain attended the meeting to discuss their architectural request to install a garage ventilation attic fan and provided documentation on specific details. A demonstration was also given to the Board members in attendance to show the audible noise from running the fan.

The owner of 516 Thain advised the Board that the pool heater does not appear to be working and asked PML to contact Cool Pool. It was also mentioned that the pool thermometer needs to be replaced.

The owner of 539 Thain submitted a letter, provided by PML, advising the Board that the adjacent hotel has installed a very large antenna on the roof of the hotel close to his unit. He believes that the antenna visually impacts his unit and surrounding units in a negative way and asks that the Association request a variance from the City for a fence height extension. The Board agreed to review the request and discuss it further at the next Board meeting.

APPROVAL OF PREVIOUS MEETING MINUTES

On a motion duly made by Perky Perkins and seconded by John Morrissey, the Minutes of the August 17, 2011, Board of Directors Meeting, were unanimously approved, as submitted..

REVIEW ACTION LIST

The Board reviewed the action list and updated some of the content.

REPORTS

Treasurer – Deborah McGraw presented a summary of the August 2011 financial statement as follows:

	Month	Y-T-D	Budget	Variance
Total Revenue	40,459	324,043	325,200	(1,157)
Total Maint. & Repairs	8,353	60,030	58,720	1,310
Total Utilities	3,866	17,995	21,072	(3,077)
Total Admin. Expenses	7,317	66,339	75,064	(8,725)
Total Reserve Expenses	10,840	41,847	147,496	(105,649)
Total Assets		1,126,141		
Total Liabilities		16,822		
Total Fund Balances		1,109,319	1,018,070	est yr end

Chris Grillone commented that the recent water bill was very high. Deborah McGraw explained that the irrigation water is being supplied by both the City and the well. Apparently it has been determined that the well water flow has decreased and cannot supply the amount of water necessary to keep the entire site hydrated. Loral Landscaping is working with Able Espinosa of Advanced Water Systems to determine the cause.

Architectural – The Board discussed the architectural request from 4141 Thain and asked Deborah McGraw to contact the owners instructing them to provide their contractor's bid providing details of the installation and how it would affect the structure, since a support beam would be affected during construction.

Landscaping – The Board reviewed notes from the landscape walkthrough performed on 8/26/11. Deborah McGraw stated that a proposal to prune fireblight from the Pear trees behind 4170 Thain has been approved at a cost of \$234. Perky Perkins mentioned her discussion with Howard from Loral on the reason for the need for splitting the water for

landscaping between part well water and part City water. He said at present about 40% of the site is being irrigation with well water and 60% from City water. The entire site cannot be irrigated with well water since there is there is an insufficient amount of water being drawn from the well. They will do some further checking once the rainy weather is here. ep
efp

Grounds – Deborah McGraw stated that the three signs for the spa timer, sauna and security service have been ordered from Fast Signs with the approval of Brooke Bailey at a cost of \$301.39.

Lights – Chris Grillone stated that he will contact the members of the Light and Garage Door committees in order to meet and discuss the committee's direction with light fixture and garage door replacements.

Garage Doors – See above.

Pool & Recreation – The Board agreed to turn off the pool heat effective October 20th. Chris Grillone wanted to understand how the Board decides when to turn off the heat and solar to the pool and asked for further discussion at the next Board meeting.

Adjacent Properties – Perky Perkins reported that owner Laszlo Tokes has attended a meeting of the Barron Park Association with regard to the possible re-zoning of the adjacent property at 4146 El Camino Real. From discussion at the meeting, it appears that the overall point of view was that the strongest argument to influence the City is to focus on the need to have the prospective residents' ingress/egress from El Camino instead of from Thain Way.

UNFINISHED BUSINESS

3.1 Window Replacement – After discussion, on a motion duly made by Perky Perkins and seconded by Chris Grillone, the Board unanimously approved a work order to Medallion Glass to provide weather stripping to unit 557 Thain. The Board then reviewed a proposed CC&R amendment prepared by Maurice Green. After some discussion, Chris Grillone made a motion to modify the amendment to include skylights. Brooke Bailey seconded the motion, which was approved by a vote of 3 Board members in favor and 1 against. Deborah McGraw was requested to send the CC&R amendment to all owners for a formal ballot vote by mail no later than the week of October 3rd and have the ballots returned by November 14th to be opened at the November 16th Board meeting.

6.1 HOA website – no report.

8.1 2012 Draft Budget – no report.

NEW BUSINESS

9.1 2011 Auditor Assignment – Deborah McGraw presented a proposal from Levy Erlanger & Co. to prepare the Association's annual review at a cost of \$2925. On a motion duly made by Chris Grillone, and seconded by Perky Perkins, the Board unanimously approved the proposal.

9.2 PML Management Agreement, 10/1/11 – The Board had reviewed the renewal agreement and requested an Executive Session meeting with Deborah McGraw and Joseph D'Agostino of PML Management on Thursday, October 13, 2011, at 7pm in the Association Clubhouse.

PENDING ITEMS

Comcast Re-wiring project – no report.

550 Thain Roof Inspection – no report.

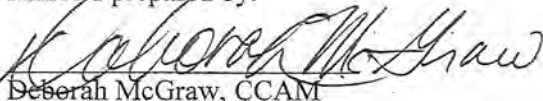
2011 Reserve Study – In progress.

502 Thain (Interior Remodeling) – no report.

ADJOURNMENT & ANNOUNCEMENTS

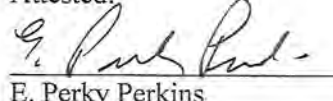
The next regular Board of Directors meeting was scheduled for 7pm on Thursday, October 20, 2011, in the Association's Clubhouse. There being no other business to come before the Board, the Meeting was adjourned at 9:23pm.

Minutes prepared by:


Deborah McGraw, CCAM

PML Management Corporation

Attested:


E. Perky Perkins

Secretary