

BARRON SQUARE HOMEOWNERS ASSOCIATION

Minutes of the Board of Directors Meeting

October 17, 2012

ORDER

The Barron Square Board of Directors Meeting was called to order by President Maurice Green at 7:07pm at the Association's Clubhouse. Board members also in attendance were Brooke Bailey, Chris Grillone, John Morrissey, and E. Perky Perkins. Also attending was Deborah McGraw of PML Management and the owner of 4141 Thain.

AGENDA/CALENDAR REVIEW

The Board reviewed the Agenda and Calendar and moved the November Board meeting from 11/21/12 to 11/28/12. PML was requested to adjust the astro clocks for the common area lighting so they don't come on when it is light out in the evening.

HOMEOWNER FORUM

The owner of 4141 Thain attended the meeting to request the Board to reconsider the denial of the solar panel installation.

APPROVAL OF PREVIOUS MEETING MINUTES

On a motion duly made by Chris Grillone and seconded by Brooke Bailey, the Minutes of the September 19, 2012, Board of Directors Meeting, were approved, as submitted.

EXECUTIVE SESSION DISCLOSURE

The Board met on 10/11/12 to discuss the 2013 Budget and the PML Management renewal contract.

REVIEW ACTION LIST

The Board reviewed the action list.

REPORTS

Treasurer – Deborah McGraw presented a summary of the September 2012 financial statement as follows:

	Month	Y-T-D	Budget	Variance
Total Revenue	39,384	357,842	360,792	(2,950)
Total Maint. & Repairs	6,481	70,019	67,824	2,195
Total Utilities	3,486	25,087	23,625	1,462
Total Admin. Expenses	7,510	75,106	75,231	(125)
Total Reserve Expenses	8,775	55,784	141,633	(85,849)
Total Assets		1,325,401		
Total Liabilities		28,382		
Total Fund Balances		1,297,019	1,263,351	est yr end

Architectural – The Board discussed the request from 4141 Thain to reconsider the previous decision to deny the installation of a solar panel to power the attic fan. After some discussion the Board decided stay with the original decision to deny the request. Deborah McGraw was requested to notify the owner.

Landscaping – The Board reviewed the notes from the landscape walkthrough on 9/24/12. Deborah McGraw stated that Loral Landscaping estimate 2012-1222 was approved at a cost of \$644.75 to perform various landscape installations discussed at the September walkthrough. The Board then reviewed a proposal from Loral to remove the large Pine tree located between 531 and 551 Thain which was discussed during the September landscape walkthrough. With regard to the tree in front of 551 Thain, Deborah McGraw was requested to ask Loral what type of tree would grow better underneath the

large Pine tree and to obtain a bid from Loral to prune two large limbs from the Pine tree which currently overhang the existing tree.

Grounds – Deborah McGraw stated that Draeger Construction has performed the water testing at the 551 Thain garage and submitted a proposal for the necessary repairs at a cost of \$3,532.41. After some discussion a motion was made by Perky Perkins to approve of the proposal. John Morrissey seconded the motion which was approved by the Board with Chris Grillone abstaining from the vote. Deborah McGraw also stated that since water staining on the interior of 555 Thain has been found a water test will be performed to determine if there is an active leak.

Perky Perkins discussed her concern with the excessive weight of two large bamboo planters currently located on the upper deck of 544 Thain. Deborah McGraw was requested to have Draeger provide information on the maximum weight limit for the upper decks.

The Board discussed obtaining bids for the painting of the Panduit installed by Comcast at each building and requested to review bids from various painting contractors at the next meeting.

Lights – Maurice Green noted that he has made a map of all lights and types of lamps. The goal in choosing the new lights is that they will be capable of using any bulb type.

Garage Doors – Maurice Green stated that he experienced a very long delay in response to his call to Halcyon to determine if they can make construction repairs to garage doors. It was determined that they cannot make construction repairs. After some discussion, Maurice agreed to contact R&S Erection to find out if they can perform construction repairs.

Pool & Recreation – Deborah McGraw stated that two large cracks have been found in the pool plaster. Cool Pool was contacted to epoxy patch the cracked plaster. Deborah stated that the repair has been completed and the pool is no longer losing an excessive amount of water. Regarding the Well, Richard of Garcia Well and Pump has advised PML that the pump motor was found to be drawing very high amperage and was tripping off the overload switch in the motor control box. In order to determine the cause, the well pump needs to be extracted for further inspection and or replacement. Additional information will be provided at the November Board meeting.

Adjacent Properties – No report.

UNFINISHED BUSINESS

2.2 Fence replacement at Thain entrance adjacent to Interdale homes – Maurice Green stated that he has reviewed the tract map for the Barron Square property and spoke with the assessor's office in San Jose. Even though the property line appears to be the fence adjacent to the Interdale homes, Barron Square did not participate in its installation. On a motion duly made by E. Perky Perkins and seconded by Brooke Baily, the Board voted unanimously not to pursue the replacement of the fence and request a bid from Loral Landscaping to install shrubs to conceal the dilapidated fence from view.

8.4 4170 Thain back door frames – Deborah McGraw reported that the owner of 4170 Thain has received confirmation from their manufacturer, that the window/door frames can be painted to match the Barron Square dark brown trim color. The owners requested the association to share in the cost of the painting. After some discussion, Maurice Green made a motion to decline the owner's request to participate in the cost of painting the window/door frames and reiterated that it is the owner's responsibility to maintain improvements to the unit in keeping with the architectural standards of the community. Perky Perkins seconded the motion, which was unanimously approved.

NEW BUSINESS

10.1 2013 Budget- Deborah McGraw stated that the Board approved the 2013 Budget in Executive Session on 10/11/12 with an average increase of 7.03% per unit.

10.2 PML Renewal Contract – Deborah McGraw stated that the Board approved the PML Management renewal contract in Executive Session on 10/11/12.

10.3 Owner Insurance Requirements – Deborah McGraw stated that 10 homeowners have not provided proof of liability insurance as previously requested and required by the CC&Rs. The Board requested Deborah to send violation letters to the owners advising them that they are in violation of the CC&Rs and subject to fine, if they do not provide the necessary documentation.

PENDING ITEMS

- **Landscape Modification adjacent to the Zen Hotel** – Deborah McGraw stated that an issue has arisen with respect to 8 of the trees having been topped by the nursery where Jim Cozzolino purchased the trees. According to Landscape Architect, Steve Kikuchi, this is not an acceptable practice. After speaking with the nursery, Steve Kikuchi stated that they will not take the trees back. Instead, an agreement is being drafted which will require Jim Cozzolino to return in 9 months to prune the trees to attain a central leader. It is unlikely that the trees will need to be pruned again, but that will be decided at a later date.
- **Association storage files update** – No report.

ADJOURNMENT & ANNOUNCEMENTS

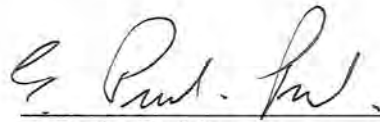
The next regular Board of Directors meeting is scheduled for November 28, 2012, at 7pm in the Association's Clubhouse. There being no other business to come before the Board, the Meeting was adjourned into Executive Session to discuss delinquent owner accounts at 9:04pm.

Minutes prepared by:

Attested



Deborah McGraw, CCAM
PML Management Corporation



E. Perky Perkins
Secretary