

BARRON SQUARE HOMEOWNERS ASSOCIATION
 Minutes of the Board of Directors Meeting
 August 19, 2015

ORDER

The Barron Square Board of Directors Meeting, which was held in the Association clubhouse, was called to order by President Maurice Green at 7:00pm. Board members also in attendance were Richard Evans, Chris Grillone and Josephine Stiene. Board member John Morrissey was absent. Deborah McGraw represented PML Management and other owners attended.

AGENDA/CALENDAR REVIEW

The Board reviewed the Agenda and Calendar. Maurice Green asked for another New Business item, 8.3 Greenwaste pick up, to be added to the Agenda for discussion purposes only.

HOMEOWNER FORUM

The owner of 512 Thain attended the meeting to provide a verbal opinion to the new dormer roof color at 516 Thain, which included a statement that she is not offended by the color of the roof. The owner of 516 Thain also attended the meeting to express her concern about recent objection from other owners to the roof color.

APPROVAL OF PREVIOUS MEETING MINUTES

On a motion duly made by Josephine Stiene and seconded by Chris Grillone, the minutes of the 7/14/15 Board of Directors meeting were approved as submitted.

EXECUTIVE SESSION DISCLOSURE

The Board met in Executive Session on 7/14/15 to discuss a homeowner issue. No action was taken at that time. The Board also met in Executive Session on 7/28/15 to discuss a proposal from Norris Consulting Services to perform a roof inspection which includes providing a description, including positive and negative features, of several options for materials and techniques which will be available to the Association for reroofing the buildings in need of such. The proposal was approved.

REVIEW ACTION LIST

The Board reviewed the action list and updated various action items, as necessary.

REPORTS

Treasurer – A summary of the July 2015 financial statement was reviewed as follows:

	Month	Y-T-D	Budget	Variance	Total Budget
Total Revenue	50,919	356,552	357,224	(672)	612,375
Total Maint. & Repairs	10,385	60,735	64,869	(4,134)	111,190
Total Utilities	5,085	17,534	23,296	(5,762)	39,920
Total Admin. Expenses	9,132	69,253	69,279	(26)	118,738
Operating sub total	24,603	147,522	157,444	(9,922)	269,848
Total Reserve Expenses	11,445	212,895	608,720	(395,825)	1,043,519
Total Assets		1,412,163			
Total Liabilities		21,012			
Total Fund Balances		1,391,151	562,184	est yr end	

In an effort to mitigate additional expenses for water damage repairs, considering the possibility of an impending El Nino winter, Chris Grillone suggested that the association's storm drains and gutters are cleaned in early/mid October instead of later in the year. The Board agreed.

Committee Reports:

Architectural – The Board reviewed a request from the owner of 516 Thain to install new retrofit, double paned windows with matching (dark brown) frames. After some discussion a motion was made by Maurice Green to approve of the request. Richard Evans seconded the motion, which was unanimously approved.

Landscaping/Grounds – It was noted that as of 7/10 the irrigation system is back on the well water and all systems are working fine. Cozzolino Landscape Services has been requested to perform the annual backflow inspection since Loral is not certified for Santa Clara County. PML was requested to inspect the construction damage to plant material around 516 Thain and replace plants as necessary. The Board then reviewed a proposal from Loral Horticultural Service to provide building clearance tree pruning at a cost of \$3,649. Chris Grillone made a motion to approve of the proposal. Maurice Green seconded the motion, which was unanimously approved. There was a discussion about a tree growing from the patio of 4162 Thain which hits the building during windy days. PML was requested to send a letter to the owner requesting that it is either pruned significantly or removed. Richard Evans stated that his patio deck, facing the street, appears to be breaking down. There is a constant powder on the deck. PML was requested to have this inspected.

Pool & Recreation – It was noted that the bathroom floors have been stripped and waxed by Bright Outlook.

Insurance Review – Chris Grillone made a motion to disband the Committee since no action has been taken for over 6 months. Maurice Green seconded the motion, which was unanimously approved.

Roofing – Report by Committee.

Adjacent Property report – No report.

Manager's report – A summary of work orders was provided for the Board's review. No action was taken.

UNFINISHED BUSINESS

1.2 Painting/dry rot repair project – Maurice Green reported that he has called on many of the references provided by both contractors. After much discussion a motion was made by Maurice Green to approve the proposal from Richard Avelar & Associates for Phase 1 Inspection Services and Phase 2 Preconstruction Phase at a cost of \$11,575.

1.3 Residential building lighting replacement – No report.

NEW BUSINESS

8.1 Pool Safety – Maurice Green stated his concern with pool safety considering he has seen people reaching over one of the gates to unlock it without a key, people using glass containers near the pool, and finding the pool gates propped open with rocks. Therefore he decided to obtain a proposal from AA Locksmith to install alternate locks which would use electronic key fobs. The cost to modify 5 gates (El Camino, 2 pool gates and 2 clubhouse doors), including 100 fobs and the programmer is approximately \$16,000. The key fobs would allow the Board to know who was using the pool and when based on the information on the key. It would also allow control of who and when the gates could be used. Maurice also expressed his concern with child safety and the fence gates leading into the pool area from the individual residences. Chris Grillone also recommended placing a sign on each table reminding residents about the no glass policy. After some discussion, it was agreed to research additional information for review at the next Board meeting.

8.2 Dormer Roof Modifications, 516 Thain – It was noted that some owners have voiced their concern with the light color of the new roof dormer, and there are other owners who have specifically stated that they are not bothered by the color. Chris Grillone, owner of 516 Thain, explained that it is possible for him to have some of the left over roof tiles placed on top of the roof surface, as an aesthetic compromise to the color issue. He also

mentioned that composite shingles could have been used, but are not found on site at this time. Based on this information, and after much discussion, Maurice Green made a motion to defer a final decision about modifications to the roof color until the Board has decided on a repair/replacement method for the sloped roofs throughout the property. Richard Evans seconded the motion which passed with a vote of 3 in favor and Chris abstaining from the vote.

8.3 Green waste pick up – Maurice Green reported that Greenwaste of Palo Alto will be using trucks with an automated pick up arm to gather the green waste carts the carts are required to be placed on the street. However, since there are a lot of cars using Thain Way it appears that this method of pick up will be difficult. Maurice agreed to reach out to his contact with the City to discuss the situation.

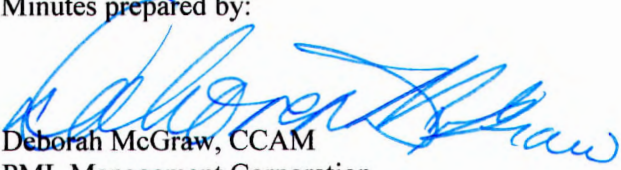
PENDING ITEMS

None.


ADJOURNMENT & ANNOUNCEMENTS

The next regular Board meeting was scheduled for September 16, 2015, in the association's clubhouse. There being no other business to come before the Board, the Meeting was adjourned at 9:24pm.

Minutes prepared by:


Deborah McGraw, CCAM
PML Management Corporation

Attested:


Jo Stiene, Secretary
Barron Square Homeowners Association