

BARRON SQUARE HOMEOWNERS ASSOCIATION
Minutes of the Board of Directors Meeting
February 19, 2020

ORDER

The Barron Square Board of Directors Meeting, which was held in the Association common room located at 4111 Thain Way in Palo Alto, was called to order at 7:00pm. Board members in attendance were Joel Davidson, Richard Evans, Chris Grillone and Anton Nemychenkov. Joseph D’Agostino represented PML Management.

AGENDA/CALENDAR REVIEW

The Board reviewed the Agenda and Calendar. It was requested that PML add pool opening party to the agenda in May.

HOMEOWNER FORUM

- People living in campers on El Camino Real
- Possible installation of flood lights and cameras.
- Motion sensor’s and power for new lighting location.

APPROVAL OF PREVIOUS MEETING MINUTES

None

EXECUTIVE SESSION DISCLOSURE

The Board of Directors met in Executive Session on December 18, 2019 to discuss manager change at PML.

REPORTS

Treasurer – The Board reviewed the January 31, 2020 financial report which is summarized below:

	Month	YTD Actual	YTD Budget	Variance	Total Budget
Total Revenue	60,521	60,521	58,559	1,962	702,697
Total Maint. & Repairs	7,412	7,412	12,908	(5,496)	154,910
Total Utilities	2,328	2,328	4,553	(2,225)	51,620
Total Admin. Expenses	10,368	10,368	10,204	164	122,445
Operating sub total	20,108	20,108	27,665	(7,557)	328,975
Total Reserve Expenses	0	0	87,941	(87,941)	1,055,290
Total Expenses	20,108	20,108	115,606	(95,498)	1,384,265
Total Assets		1,568,871			
Total Liabilities		32,814			
Total Fund Balances		1,536,056			

Committee Reports:

Architectural – None at this time.

Landscaping – The Board reviewed the following:

See below under new business.

Pool/ Recreation – No Report

Roofing – No report.

Adjacent Property – No report.

Manager’s report/Action List review – The Board reviewed the following:

Action List

UNFINISHED BUSINESS

2.3 Garage flat roof replacement, project management – It was requested that PML contact Richard Norris to put together a scope to maintain these roofs.

2.4 Spa replacement options, discussion – PML met with Swimming Pool Repairs and we are expecting a cost to replace the spa in the next week or so.

2.6 Installation of security cameras in the common area – It was requested that PML look into installing cameras.

8.1 Clubhouse bathroom upgrade – PML Met with Saylor Designs to go over a preliminary walkthrough. We need to meet again with the Committee. IT was noted that AC Enterprises gave a proposal to perform this work a couple of years ago and that there are some drawings completed.

10.4 528 Thain – attic damage inspection, AC Enterprises – Work Completed.

11.1 SB 323 – Common Interest Developments: Elections, effective 1/1/20 – On a motion duly made and seconded and passed by unanimous vote, the Board approved the new election rules.

Fiala Roofing schedule – It was reported that PML is pending a date from Fiala roofing to perform this work. Once we have a date notices will be posted.

NEW BUSINESS

2.1 Loral Landscape Proposal – Loral Landscape report for review. PML approved a proposal for \$600.00 to repair a malfunctioning valve.

2.2 Vent Cleaning/Units Missed – It was noted that the following units were missed when the vent cleaning was complete in December. Units 559, 4141, 546, 510, 512 and 546. Unit 4141 did notify us they were not available. It was requested that PML schedule with the owners of these units and the vent cleaner if the cost is more than original the Association will pick up the difference.

2.3 Garage Door Inspections – This will be completed tomorrow and a report prepared.

2.4 Pro Roto Proposal Update – Pro Roto came out to clear a drain line at 535 Thain Way and found that the 4” drain line is broken due to root intrusion. They recommend that a 5ft section of the pipe be replaced and a two way clean put be installed. Total cost is \$4,850.00 On a motion duly made and seconded and passed by unanimous vote, the Board approved this work to be completed.

2.5 Tree Management Experts – It was reported that these items have been completed.

PENDING ITEMS

- 561/559 Thain water damage, State Farm insurance claim – Discussion took place on responsibility of the cost of this claim.

ADJOURNMENT

There being no other business to come before the Board the meeting was adjourned at 8:10pm. The next Board of Directors Meeting is scheduled for March 18, 2020 at 7pm.

Minutes prepared by:

Attested by:

Joseph D'Agostino, CCAM
PML Management Corporation

Anton Nemychenkov, Secretary
Barron Square Homeowners Association