

BARRON SQUARE HOMEOWNERS ASSOCIATION

Minutes of the Board of Directors Meeting

June 23, 2009

ORDER

The Barron Square Board of Directors Meeting was called to order by President Marla Degner at 7:04pm 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, Abel Espinosa of Advanced Water Systems, and various other owners. ~~JOEL DAVIDSON WAS ABSENT.~~

HOMEOWNER FORUM

There was discussion between management and owners present regarding the following items:

- status of the pool VGB work
- where owners can obtain touch up paint for the building exteriors
- why the common area lights are coming on while it is still light outside

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 Chris Grillone, the draft Minutes of the April 15, 2009 Annual Meeting of Members were unanimously approved as amended. On a motion duly made by Perky Perkins and seconded by Marla Degner, the Minutes of the April 15, 2009, Board of Directors Executive Session where the Board appointed officers of the Corporation after the Annual Meeting, were unanimously approved as submitted. On a motion duly made by Marla Degner and seconded by Perky Perkins, the Minutes of the May 20, 2009, Board of Directors meeting were approved as submitted with John Morrissey and Chris Grillone abstaining from the vote since they did not attend the meeting.

REPORTS

President – No report.

Treasurer – Treasurer, Chris Grillone, reviewed a summary of the financial statement for the period ending 5/31/09 as follows:

	Month	Y-T-D	Budget	Variance
Total Revenue	39,617	246,984	199,555	47,429
Total Maint. & Repairs	6,765	37,553	39,630	(2,077)
Total Utilities	4,634	13,269	14,620	(1,351)
Total Admin. Expenses	7,647	40,984	42,835	(1,851)
Total Reserve Expenses	123,643	449,801	118,270	331,531
Total Assets		784,206		
Total Liabilities		74,719		
Total Fund Balances		709,486	661,239	est yr end

Chris Grillone stated that he will let the \$50,000 GE Money Bank CD roll into the Merrill Lynch money market accounts considering the amount of funds which will need to be available in order to pay for the well production construction.

Manager – The Board reviewed the manager's report presented at the meeting without comment.

Architectural – The Board requested management to send a letter to 4146 Thain advising the owner that the patio concrete needs to be repaired at their cost since it was their patio tree which lifted the concrete. This work is required to be completed within 45 days or the Association will perform the work and charge the owner a

reimbursement assessment to cover the costs. The Board then reviewed letter to 526 Thain and 4162 Thain asking the owners to maintain their patio areas. There was a discussion regarding a couple units where it appears the residents have put up sheets as window coverings. Management will call the owners to clarify the type of window covering.

Grounds – The Board discussed a proposal submitted by PML Maintenance to repair the fence adjacent to 539 Thain at a cost of \$2,435. Perky Perkins made a motion to approve of the proposal provided that a lower bid is not received. Chris Grillone seconded the proposal which was unanimously approved. The Board then reviewed a proposal from PML Maintenance to install door latches on the garbage doors at a cost not to exceed \$575. Marla requested that a representative from the maintenance department meet with her on site to show her the door and the proposed latch materials.

Landscaping: Deborah McGraw stated that a letter has been sent to 4131 Thain asking the residents to prune the Plum tree in their backyard no later than 7/6/09. The Board then reviewed the notes from the landscape walkthrough performed on May 26, 2009, and Deborah stated that the next landscape walk is scheduled for June 30, 2009.

Pool & Recreation – Perky Perkins stated that Scuba Pool Repair has submitted the pool and spa permits to the County Health Department and is waiting for a date when the County will approve of the permit before construction can begin.

Adjacent Properties – Perky Perkins reported that she has spoken with Ron of the Palo Alto Police Department regarding the excessive noise level coming from the bar located on El Camino Real and El Camino Way. Apparently it has been determined that the patrons are allowed to yell and scream as long as the language is not threatening, under the Freedom of Speech clause of the Constitution. They will continue to visit the bar, however, and encourage their cooperation on noise control.

Emergency Preparedness Committee – No report.

Project Review Committee – No report.

JNFINISHED BUSINESS

10.2.07 Fine Structure – Perky Perkins stated that she and Marla Degner are still working on a draft for the Board to review.

2.4 Asphalt Re-Surfacing – After some discussion, Perky Perkins made a motion to postpone the asphalt work until 2010. Marla Degner seconded the motion, which was unanimously approved.

2.5 Garage Door Replacement – Marla Degner discussed the necessity to repair the garage doors which are currently beyond repair at a cost of \$536 per door as previously stated by Draeger Construction instead of replacing all garage doors which may still be in serviceable condition. After some discussion, Perky Perkins made a motion to postpone the decision on garage doors until 2010. Marla Degner seconded the motion, which was unanimously approved.

5.3 Approval of the Well Project Contracts – Abel Espinosa discussed the technicalities involved with the construction of putting the well into production. Of the items discussed, it was made clear that each contractor will obtain their own construction permit and that the components be included in the next reserve study. Abel stated that upon Board approval, he can start coordinating the construction to begin in mid July 2009. The Board thanked Abel for his detailed explanation and then he left the meeting. After some additional discussion between the board members, a motion was made by Chris Grillone, and seconded by Perky Perkins, to approve the project and the related contractor proposals as follows:

Bay Area Paving Company	for street crossing	\$4,800 (plus permit fees)
Fisher Power & Data Inc.	for electrical work	\$5,965.66
Advanced Water Systems	for water treatment	\$31,806.30 (materials and project management)
Garcia Well & Pump	for well improvements	\$17,838.13
Loral Landscaping	for irrigation improvements	\$8,610
	Total	\$69,020.09

5.4 546 Thain – Roto Rooter Proposal – Marla Degner requested Deborah McGraw to have Bill Foley of Roto Rooter Board contact her to meet on site in order to review the specifications for the drain line re-routing work at 546 Thain.

5.5 2008 Audit Approval – After some discussion a motion was made by Marla Degner, seconded by Perky Perkins, to approve of the draft 2008 Audit as prepared by Levy, Erlanger & Company for distribution to the owners, provided that Treasurer Chris Grillone reviews the Audit after the meeting and provides his approval via email. The Board unanimously approved of the motion.

NEW BUSINESS

6.1 Management Contract Renewal – The Board agreed to hold an Executive Session in July 2009 order to review the proposed renewal contract.

6.2 Gutter Cleaning Bids – Deborah McGraw stated that bids have been requested from Professional Gutter Cleaning, Ace Raingutter, and Commercial Gutter Inc. for gutter cleaning to be completed in November 2009 and February 2010.

6.3 Insurance Renewal – After some discussion, the Board determine that it was not necessary to implement an insurance review committee prior to the renewal in December 2009.

PENDING ITEMS

- *The Well* - See Unfinished Business item 5.3.
- *Structural Repairs, Painting and Wood Shingle Maintenance* – The Board reviewed a letter received from the owner of 4108 Thain where they discussed their displeasure with the concrete surface product applied to the back patio and front landing concrete. The Board requested Deborah McGraw to contact Draeger to ask them if the surface material at 4108 Thain can be removed without damage to the concrete and to also pursue removal of the concrete surface material on the mid landing at 502 Thain at no cost to the Association.
- *Comcast Services Agreement* – Deborah McGraw stated that she is waiting for receipt of the recorded agreement and a date when the re-wiring project will begin.
- *Virginia Graeme Baker (VGB) Pool and Spa Safety Act* – See pool report.

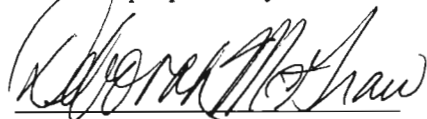
ADJOURNMENT & ANNOUNCEMENTS

Perky Perkins announced that Palo Alto has decided to switch from Palo Alto Utilities to Green Waste for the residential garbage pickup starting July 1, 2009 and suggested that owners/residents review the information recently mailed to them specifically about how the garbage will be picked up in the future.

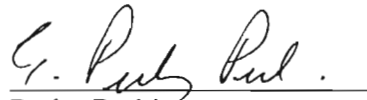
After some discussion, the Board agreed to cancel the July 2009 Board meetings due to various board members and management being on vacation, and agreed to hold the next regular Board Meeting on Wednesday, August 19, 2009. The next Executive Session was scheduled for July 15, 2009, in order to discuss the management contract.

There being no additional business before the Board, the Meeting was adjourned at 9:52 pm.

Minutes prepared by:


Deborah McGraw, CCAM
PML Management Corporation

Attested:


Perky Perkins
Secretary