

BARRON SQUARE HOMEOWNERS ASSOCIATION
Minutes of the Board of Directors Meeting
September 11, 2019

ORDER

The Barron Square Board of Directors Meeting, which was held in the Association clubhouse 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. Deborah McGraw represented PML Management and other homeowners attended.

AGENDA/CALENDAR REVIEW

The Board reviewed the Agenda and Calendar. The next open board meeting was set for 10/16/19 at the association's Common Room. Exterior termite inspections will start on 9/30/19, Poco Solar will be called to turn off the solar to the pool as of 10/21/19, gutter cleaning will be completed by Outdoor Keepers in November, and the fall social was set for 11/2/19.

HOMEOWNER FORUM

Homeowners in attendance discussed RV parking on El Camino, garage door maintenance/replacement.

APPROVAL OF PREVIOUS MEETING MINUTES

On a motion duly made by Joel Davidson and seconded by Anton Nemychenkov the minutes of the 8/21/19 Board of Directors meeting were approved as submitted.

REPORTS

Treasurer – The Board reviewed the July 2019 financial report which is summarized below:

	Month	YTD Actual	YTD Budget	Variance	Total Budget
Total Revenue	56,282	392,852	382,837	10,015	656,301
Total Maint. & Repairs	7,807	79,820	72,814	7,006	124,822
Total Utilities	3,582	22,944	35,588	(12,644)	61,020
Total Admin. Expenses	9,633	69,651	68,488	1,163	117,390
Operating sub total	21,022	172,414	176,890	(4,476)	303,232
Total Reserve Expenses	679	32,431	499,401	(466,970)	856,130
Total Expenses	21,700	204,845	676,291	(471,446)	1,159,362
Total Assets		1,525,919			
Total Liabilities		65,260			
Total Fund Balances		1,460,658	1,162,673	est yr end	

Committee Reports:

Architectural –

542 Thain – The board discussed a request to install a bike rack under the stairs in the common area and denied the request. The board stated that it would agree to the installation of a bike rack on their exclusive use common area patio, but the owner would need to resubmit a request for that option.

Landscaping – The Board reviewed the following:

- Sept 6th landscape report for review.
- Loral request for monthly increase effective 1/1/19. The board approved the request provided that Loral responds with information about what the increase will pay for such as increased wages to the workers.
- Red Iron Bark Eucalyptus tree removal – PML will review a replanting proposal developed by Loral.

- Pool area Pine tree removal – Loral has been requested to provide a cost for pruning and cable installation.

Pool/ Recreation – PML reported that the furniture and carpets will be cleaned by Coit next week.

Roofing – No report.

Adjacent Property – No report.

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

- A current action list as of 9/6/19
- Mailbox vandalism – PML will follow up with the post office.

UNFINISHED BUSINESS

2.3 Garage flat roof replacement, project management – No report.

2.4 Spa replacement options, discussion – Hill's Pool Service has been requested to provide a cost for replacement of an in-ground fiberglass shell.

2.5 Lift up garage door inspections – PML stated that they are having trouble finding contractors for this inspection.

2.6 Installation of security cameras in the common area – No report.

8.1 Clubhouse bathroom upgrade – PML was requested to find out if AC Enterprises could provide design services.

8.3 Exterior deck/balcony inspections – Norris Consulting is not available until after November for the inspection which will be at a cost of approximately \$6,400 to inspect all 70 exterior concrete decks. The board asked for a cost to inspect the exterior decks at 4170, 590 and 550 Thain which are a coated deck constructed over living areas.

NEW BUSINESS

9.1 Draft 2020 Budget – PML presented a reserve component review for the 2020 reserve expenses. A draft budget will be prepared based on this information and sent to the board for review prior to the next meeting.

9.2 4166 Thain kitchen water damage – PML reported that a water supply pipe in the ceiling of 4166 Thain leaked and caused damage to the owner's ceiling. Discount Plumbing has repaired the leak and submitted a proposal of \$2,600 for the interior repairs. On a motion duly made by Chris Grillone Discount Plumbing and Rooter was approved to perform the interior repairs. Anton Nemychenkov seconded the motion, which was unanimously approved.

9.3 Community Pot Luck – Joel Davidson expressed his desire to bring the community together by having pot luck dinners on a regular basis. The board agreed for Joel to post a notice about the pot luck on the association's kiosks and reserve dates for the Community Room on the association's calendar.

PENDING ITEMS

- *561/559 Thain water damage, State Farm insurance claim* – PML provided an update on the project to the Board.
- *562/564 Thain exterior deck replacement, AC Enterprises* – AC Enterprise advised that they have a tentative start date of 9/16/19 to start the deck replacement project.

ADJOURNMENT

There being no other business to come before the Board the meeting was adjourned into Executive Session to discuss a legal issue at 9:10pm.

Minutes prepared by:


Deborah McGraw, CCAM-PM-HR.CI

PML Management Corporation

DocuSigned by:

Attested by:



Anton Nemychenkov, Secretary

Barron Square Homeowners Association