

**BARRON SQUARE HOMEOWNERS ASSOCIATION**  
**Minutes of the Board of Directors Meeting**  
**May 27, 2020**

**ORDER**

The Barron Square Board of Directors Meeting, which was held via conference call was called to order at 7:00pm. Board members in attendance were Joel Davidson, Richard Evans, Chris Grillone and Anton Nemychenkov.

**AGENDA/CALENDAR REVIEW**

- The Board reviewed the Agenda and Calendar. It was reported that PML put gas line replacement on the next agenda

**HOMEOWNER FORUM**

- Opening the pool as soon as Santa Clara County will allow it.
- It was noted that the pool solar is turned off at this time.
- Follow up on possible leak in the spa area.
- Follow up on replacing the ventilation fan in the spa.
- Architectural request for a ring doorbell. The Board noted that installation of a ring doorbell is ok as long as the color is bronze.
- Architectural request sent in by unit 4141 to install an opening in their front door.
- Gas line work that was done around unit ..... that left dirt against the shingle wall and did not fill in holes in the ground. Also who is responsible for replacing any damage landscape during this project.
- AC window unit installed at 4104 Thain Way, letter needs to be sent since this is a violation.
- 4146 water heater leak and insurance issues on coverage. The Board noted they are going to be discussing with an attorney the By-laws and CC&R's and the fact that insurance companies read what the master policy covers differently. This will be an agenda item at the next Board Meeting.
- 4146 has a leaking main valve. PML will send out Express Plumbing to give a proposal to replace.

**APPROVAL OF PREVIOUS MEETING MINUTES**

On a motion, duly made and seconded and passed by unanimous vote, the Board approved the April 15, 2020 meeting minutes as amended.

**REPORTS**

Treasurer – The Board reviewed the April 30, 2020 financial report which is summarized below:

	Month	YTD Actual	YTD Budget	Variance	Total Budget
<b>Total Revenue</b>	<b>58,994</b>	<b>268,532</b>	<b>234,236</b>	<b>34,296</b>	<b>702,697</b>
Total Maint. & Repairs	7,502	36,351	51,632	(15,281)	154,910
Total Utilities	3,057	12,354	18,212	(5,858)	51,620
Total Admin. Expenses	12,648	46,755	40,816	5,939	122,445
<b>Operating sub total</b>	<b>23,207</b>	<b>95,460</b>	<b>110,660</b>	<b>(15,200)</b>	<b>328,975</b>
Total Reserve Expenses	28,165	38,089	462,424	(424,335)	1,055,290
<b>Total Expenses</b>	<b>51,372</b>	<b>133,549</b>	<b>573,084</b>	<b>(439,535)</b>	<b>1,384,265</b>
Total Assets		1,619,917			
Total Liabilities		24,454			
<b>Total Fund Balances</b>		<b>1,595,463</b>			

**Committee Reports:**

Architectural – Approval letter to 537 Thain Way to install an AC unit.

Landscaping – The Board reviewed the following:

Loral Landscape Report

Pool/ Recreation – Pool Area is closed at this time.

Roofing – No report.

Adjacent Property – No report.

Manager’s report/Action List review – It was reported that PML had people on site today to check into the leak in the spa room as well as to try and figure out why the ventilation fan is not working. PML will pass along what they find as soon as we receive it. They did note that some of the drywall in the spa room may need to be removed to find the leak.

**UNFINISHED BUSINESS**

**2.3 Garage flat roof replacement, project management** – We should be able to get some contractors out to take a look and give a cost to replace these roofs.

**2.4 Spa replacement options, discussion** – Now that the order has been eased we should be able to get some contractors out to give us some pricing.

**2.6 Installation of security cameras in the common area** – PML is still working on getting some vendors out to give us some pricing, most were not available until the last week or so.

**8.1 Clubhouse bathroom upgrade** – We contacted Saylor and a proposal is coming, they have been closed over the past few months.

**Fiala Roofing schedule** – We contacted Frank Fiala Roofing and they are backlogged with maintenance work and our scheduling the roofing shingle replacement for July.

**11.1 Election Rules** – On a motion duly made and seconded and passed by unanimous vote, the Board approved the election rules to be sent to the homeowners.

**NEW BUSINESS**

**5.1 Plumbing Repairs** – PML has approved Express Plumbing to perform the sewer line repairs at 4131 Thain Way. Cost is \$6,480.00 and is pending scheduling. It was requested that PML look into root capping to avoid this issue in the future. It was also noted that the Association is only responsible for the sub floor or concrete in the area inside the unit and any finish would be the responsibility of the homeowner.

5.2 Fence Repairs – We have contacted All-fence to come out and take a look at the perimeter fence that is falling over for a cost to repair.

5.3 Garage Door Inspections – PML Maintenance is coming out on Tuesday of next week to complete the inspection and prepare a report.

5.4 Spa Ventilation – PML reported that they had two HVAC companies out to look at this issue. The blower motor no longer works and needs to be replaced. We are still pending proposals from them to repair. It was also noted that one of the sliding doors does not work and should be replaced.

5.5 Patio Repairs – Discussion took place on who is responsible for the concrete located inside homeowners patios. It was noted that if the concrete is original to the unit then the HOA is responsible. If an owner has replaced with anything else, then the maintenance is the homeowner responsibility.

#### **PENDING ITEMS**

- 561/559 Thain water damage, State Farm insurance claim – The Association has signed off on this with CSAA so the Association should be getting the \$15,000 soon.

#### **ADJOURNMENT**

There being no other business to come before the Board the meeting was adjourned at 8:30pm. The next Board of Directors Meeting is scheduled for June 17, 2020 at 7pm.

Minutes prepared by:

Joseph D'Agostino, CCAM  
PML Management Corporation

Attested by:

Anton Nemychenkov, Secretary  
Barron Square Homeowners Association