

BARRON SQUARE HOMEOWNERS ASSOCIATION
Minutes of the Board of Directors Meeting
September 23, 2020

ORDER

The Barron Square Board of Directors Meeting, which was held via conference call was called to order at 7:05pm. Board members in attendance were Joel Davidson, Anton Nemychenkov, Richard Evans and Chris Grillone.

AGENDA/CALENDAR REVIEW

- The Board reviewed the Agenda and Calendar.

HOMEOWNER FORUM

- Leak from a common area drainpipe in unit 4139
- Damage to garage door for unit 515 Thain Way
- Revised architectural request from unit 4141 Thain Way
- Permit for installation of garage storage

APPROVAL OF PREVIOUS MEETING MINUTES

On a motion, duly made and seconded and passed by unanimous vote, the Board approved the August 19, 2020 meeting minutes as amended.

REPORTS

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

	Month	YTD Actual	YTD Budget	Variance	Total Budget
Total Revenue	58,822	472,589	468,472	4,117	702,697
Total Maint. & Repairs	8,323	76,749	103,264	(26,515)	154,910
Total Utilities	6,629	35,845	36,424	(579)	51,620
Total Admin. Expenses	11,440	92,854	81,632	11,222	122,445
Operating sub total	26,392	205,448	221,320	(15,872)	328,975
Total Reserve Expenses	18,859	78,628	703,528	(624,900)	1,055,290
Total Expenses	45,251	284,076	924,848	(640,772)	1,384,265
Total Assets		1,688,189			
Total Liabilities		7,659			
Total Fund Balances		1,680,530			

Board Treasurer, Chris Grillone reported that the Association is over budget in water, year to date.

Committee Reports:

Architectural – The following architectural requests have been submitted for review:

Revised request from the owner of unit 4141 to install a small 2” access port in the wood area of the wood panel below the sidelight, next to the entry door. This will be used to run a hose to the front of their unit to drain the water heater when needed and also wash bikes. On a motion duly made and seconded and passed by unanimous vote, the Board approved this request.

Landscaping – Copies of approved proposals from the last Board Meeting. It was also noted that the large eucalyptus tree was trimmed today.

Pool/ Recreation – It was noted that the pool will stay open until the first part of November.

Roofing – See below.

Adjacent Property – No Report

Manager's report/Action List review –

- Spa Room has had all the mold removed and walls and part of the ceilings painted.
- Installation of the remaining regulators that were not done a few weeks ago has been completed by Express Plumbing.
- PML has requested that Cozzolino perform the annual backflow tests.

UNFINISHED BUSINESS

2.3 Garage flat roof replacement, project management – PML received a proposal from Richard Norris to inspect the garage roofs and prepare a scope to replace. This is recommended since his last inspection was in 2015 and at that time, there was a maximum 5-year life expectancy. On a motion duly made and seconded and passed by unanimous vote, the Board approved to have Richard Norris perform a site visit and prepare the scope to replace the garage roofs. It was also requested to have an option for Mr. Norris to go out to bid on the project and perform project management services.

2.4 Spa replacement options, discussion – Still pending a proposal to replace the spa.

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

NEW BUSINESS

9.1 Precision Concrete Cutting Inspection – It was reported that the Inspection of the concrete walkways and sidewalks has been completed. Total cost to repair all these areas is \$2,398.62. On a motion duly made and seconded and passed by unanimous vote, the Board approved Precision Concrete Cutting to perform this work.

9.2 Reserve Study Update – It was reported that this is pending receipt of the updated reserve study, PML has been told it will be to us within the next two weeks.

9.3 2021 Draft Budget – Pending budget meeting schedule. It was requested that PML send out some dates to have a budget meeting the early part of September.

9.4 Spa Ventilation Repair Change Proposal – PML approved a change proposal to install a new sensor switch and perform some upgraded electrical wiring needed for a cost of \$1,200.00. This work has been completed.

9.5 Saylor Clubhouse Upgrade Proposal – The Board reviewed a proposal from Saylor Designs to prepare the specifications for the clubhouse remodel. Total cost is \$5,500.00. On a motion duly made and seconded and passed by unanimous vote, the Board approved the proposal from Saylor Designs to prepare design recommendations for the clubhouse.

Correspondence

The below matters were discussed in Executive Session:

- Request from a homeowner to reconsider the installation of an AC unit condenser outside her front door for her neighbor's new AC unit. PML has discussed this with the homeowner's son.
- Request for reimbursement from unit 4131.
- Request from unit 4139 to have late fees waived on their account.

ADJOURNMENT

There being no other business to come before the Board the meeting was adjourned into Executive Session at 8:30pm. The next Board of Directors Meeting is scheduled for October 21, 2020 at 7pm.

Minutes prepared by:

Joseph D'Agostino, CCAM
PML Management Corporation

Attested by:

Anton Nemychenkov, Secretary
Barron Square Homeowners Association