

**BARRON SQUARE HOMEOWNERS ASSOCIATION**  
**Minutes of the Board of Directors Meeting**  
**February 17, 2021**

**ORDER**

The Barron Square Board of Directors Meeting, which was held via conference call was called to order at 7:01pm. Board members in attendance were Joel Davidson, Anton Nemychenkov, Richard Evans and Chris Grillone, who joined the meeting at 7:35pm.

Joseph D'Agostino represented PML Management Corporation.

**AGENDA/CALENDAR REVIEW**

- The Board reviewed the Agenda and Calendar.

**HOMEOWNER FORUM**

- Installation of safety measure on the upper unit water heaters. Also, the possibility to install leak alarms on water heaters.
- Replacing the batteries in the astro clocks.
- Painting of the red curbs.
- Gutter cleaners blowing gravel off the flat roofs when cleaning the gutters.
- Bicycle stolen from under stairs.
- Portable generator running on El Camino Real, campers parking overnight.
- Security Cameras.

**APPROVAL OF PREVIOUS MEETING MINUTES**

On a motion, duly made and seconded and passed by unanimous vote, the Board approved the January 20, 2021 meeting minutes and the January 21, 2021 Executive Session as written.

**REPORTS**

Treasurer – The Board reviewed the January 31, 2021 financial report which is summarized below:

	Month	YTD Actual	YTD Budget	Variance	Total Budget
<b>Total Revenue</b>	<b>58,692</b>	<b>58,692</b>	<b>58,558</b>	<b>134</b>	<b>702,697</b>
Total Maint. & Repairs	7,074	7,074	13,215	(6,141)	158,590
Total Utilities	2,799	2,799	5,276	(2,477)	63,320
Total Admin. Expenses	11,650	11,650	12,450	(800)	149,411
<b>Operating sub total</b>	<b>21,523</b>	<b>21,523</b>	<b>30,941</b>	<b>(9,418)</b>	<b>371,321</b>
Total Reserve Expenses	0	0	11,650	(11,650)	928,195
<b>Total Expenses</b>	<b>21,523</b>	<b>21,523</b>	<b>42,591</b>	<b>(21,068)</b>	<b>1,299,516</b>
Total Assets		1,813,001			
Total Liabilities		50,126			
<b>Total Fund Balances</b>		<b>1,762,875</b>			

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:

- None at this time

Landscaping – Pending Landscape walkthrough on March 5, 2021.

Pool/ Recreation – No Report at this time.

Adjacent Property – It was noted that there has been no activity regarding this property.

Manager's report/Action List review –

- PML is scheduled to remove and replace on section of concrete outside unit 4170 on Tuesday of next week. This was delayed due to rain last time it was scheduled.
- PML has reached out to Fiala Roofing regarding some missing shingles as noted at the last meeting. They are going to come out and take a look and replace as needed.

## **UNFINISHED BUSINESS**

**2.3 Garage flat roof replacement, project management** – Pending inspection and scope of work preparation. It was reported that the Association should have this scope in the next few weeks so we can go out to bid on this project.

**2.4 Spa replacement options, discussion** – Still pending proposals, PML is meeting with Sayler on Thursday to go over any possible leads they may have. PML did meet with Anthony from Aquetec Pools and he is going to see if he can find us a vendor.

**2.6 Installation of security cameras in the common area** – Board Treasurer, Chris Grillone reported on any progress on getting pricing on installation of security cameras.

## **NEW BUSINESS**

**2.1 2021 Annual Meeting** – The Board reviewed and approve to send out the Board candidacy forms to all Association Members.

**2.2 Reserve Study Update Meeting** – It was requested that PML send out a copy of the Reserve Study again so the Board could review.

**2.3 Sayler Design for the Clubhouse** – It was requested that PML set up a meeting with Sayler to go over the final design.

**2.4 Maintenance Items** – Further discussion on Maintenance items including the installation of drains and water alarms on water heaters etc.

**2.5 Painting of the Fire Lanes** – Palo Alto public works is going to place painting of the red curbs on Thain Way on their schedule, they will send out notices when this will be done.

## **Correspondence**

### **ADJOURNMENT**

There being no other business to come before the Board the meeting was adjourned into Executive Session at 8:25pm. The next Board of Directors Meeting is scheduled for March 17, 2021 at 7pm.

Minutes prepared by:

Joseph D'Agostino, CCAM  
PML Management Corporation

Attested by:

Anton Nemychenkov, Secretary  
Barron Square Homeowners Association