

BARRON SQUARE HOMEOWNERS ASSOCIATION
Minutes of the Board of Directors Meeting
July 21, 2021

ORDER

The Barron Square Board of Directors Meeting, which was held via Zoom and on site at the clubhouse was called to order at 7:01pm. Board members in attendance were Anton Nemychenkov, Richard Evans, Ruth Lowry, Gretel Hilbing and Chris Grillone. Joseph D'Agostino represented PML Management Corporation.

AGENDA/CALENDAR REVIEW

- The Board reviewed the Agenda and Calendar.

HOMEOWNER FORUM

- It was noted that the “no parking” sign on the back gate on El Camino has fallen off.
- Possibility of installation of a not a through street sign on Maybell. Owner of unit 502 will follow up with the city to see if they might install a sign since Maybell is a public street.
- Unit 4108 repairs to the balcony railing and window frame.
- 4104 Termite inspection.
- Roof Inspection
- Noted that the repairs to the sliding glass doors is the responsibility of the homeowner
- Newly installed magnolia tree is brown.

APPROVAL OF PREVIOUS MEETING MINUTES

On a motion, duly made and seconded and passed by unanimous vote, the Board approved the June 16, 2021, meeting minutes as written.

REPORTS

Treasurer – The Board reviewed the June 30, 2021, financial report which is summarized below:

	Month	YTD Actual	YTD Budget	Variance	Total Budget
Total Revenue	58,704	352,458	351,348	1,110	702,697
Total Maint. & Repairs	10,301	57,799	79,290	(21,491)	158,590
Total Utilities	6,310	25,124	31,656	(6,532)	63,320
Total Admin. Expenses	12,555	75,411	74,700	711	149,411
Operating sub total	29,166	158,334	185,646	(27,312)	371,321
Total Reserve Expenses	15,884	18,934	464,094	(445,160)	928,195
Total Expenses	45,050	177,268	649,740	(472,472)	1,299,516
Total Assets		1,940,607			
Total Liabilities		40,587			
Total Fund Balances		1,900,020			

It was reported that some of the Association’s CDs rolled. It was inquired whether or not the Association should perform an audit every few years instead of the financial review.

Committee Reports:

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

- None at this time

Landscaping – The following proposals have been submitted by Loral Landscape. The Board reviewed the landscape walkthrough notes prepared by Loral Landscape. PML reported that they are working with Palo Alto regarding getting the two meters turned back on for the irrigation that were turned off when the well water was being used.

Pool/ Recreation – It was noted that the Spa has been closed due to a leak. We have contacted American Leak detection to come out and see if they can find where the leak is.

Adjacent Property – It was noted that there is no activity on this issue.

Manager's report/Action List review –

- 4112 has some railing rot on their balcony, PML Maintenance is inspecting and will report to the Board once completed.
- Chris's unit where the woodpecker caused damage will be repaired on this Friday while on site doing the curb painting.
- The storage shed on the side of the clubhouse needs replacement.
- The thermostat on the roof for the solar needs to be replaced. It was noted that Hills Pool has agreed to replace, and proposal was approved.
- It was requested that PML follow up on the correspondence sent to the owners regarding kids drawing with chalk on the buildings.

UNFINISHED BUSINESS

2.4 Spa replacement options, discussion – Still pending proposals from Aquatec Pools and Gonzalas Masonry declined to bid since they are busy till early next year. Vision Builders has yet to submit their bid for the clubhouse or the spa.

2.6 Installation of security cameras in the common area – Pending any further discussion.

2.5 Painting of the fire lanes – No schedule date from Public Works yet. PML Maintenance was delayed a bit on painting of the other locations but will be out to start on Friday 7/23.

NEW BUSINESS

7.1 Clubhouse Renovation Proposal – Proposal from ACE was in the meeting packet. We reached out to Vision Builders who has yet to submit a proposal but visited the site two months ago. We also did reach out to another contractor, Signature Construction for a proposal.

7.2 Reserve Study Update– This is pending a meeting with Reserve Analysis.

7.3 Spa Room Sliding Glass Doors – The sliding glass door in the spa room need to be replaced. An 8ft door is around \$2,367.30 each. The cost of a 10ft door is around \$4,953.00. Existing doors are 10ft. It was noted that the door in the spa is closed off and the other one works fine with a little maintenance

7.4 Termite Inspections – PML to follow up on whether or not the Terminix contract includes treatment for dry wood termites as well as subterranean. Unit 4104 Thain Way has reported termite activity. It was requested that when Terminix comes out to also contact the owner of 4168 Thain to inspect their garage.

7.5 Water Use Reduction – No discussion.

Correspondence

ADJOURNMENT

There being no other business to come before the Board the meeting was adjourned into Executive Session at 9:10pm. The next Board of Directors Meeting is scheduled for August 25, 2021, at 7pm.

Minutes prepared by:

Joseph D'Agostino, CCAM
PML Management Corporation

Attested by:

Anton Nemychenkov, Secretary
Barron Square Homeowners Association