BOARD MEETING MINUTES
LOS PASEOS HOMEOWNERS ASSOCIATION
November 14, 2017

1) Call to Order – Robert called the meeting to order at 7:10 pm. In attendance were Robert Lombardi, President; Gizelle Lamb, Treasurer; Gregory Cook, Secretary; Melinda Doutt, Member at Large; Judy Seps, Associate Member Representative; Lisa Gasparovic, Office Manager, Doug Fumagalli, Homeowner Representative, Rita Helfrey, Homeowner.

2) Approval of Minutes: A motion to approve the October 2017 minutes was made by Rob, Melinda seconded. Motion passed.

3) Open Forum

   Members in good standing are free to speak about issues. Speakers must observe rules of decorum and not engage in obscene gestures, shouting, profanity or other disruptive behavior. Each speaker will have three minutes to talk. If they are in the middle of a sentence when time is called, they may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others.

   Rita noted that some irregularity with the drop-in Murial Wright Mental Health Center and expressed her concerns about how it might affect the community.

4) Associate Member Representative Report
   a. There was a problem with the e-mail distribution so we will allow some extra time for the December 3rd Tree Event. Note: one dollar from each tree goes to the Lucile Packard Children's Hospital.
   b. Judy will promote the Wine Event in December.

5) Financial Report

   a. Current Account Balances:
      i. Focus Checking - $61,459
      ii. Focus Reserve Account - $20,782
   b. Budget:
      i. Board reviewed the executive summary of the reserve study (to be sent to Homeowners)
      ii. Recommended raising dues 5% for members and 3% for associates due to increasing labor costs mandated by the City of San Jose (35% increase in one year).

iii. Heritage Bank Loan: reviewed requirements for obtaining a construction loan in order to evaluate the feasibility and cost of making ADA changes.

6) Committee Reports
   a. Architectural Committee
      i. Approvals: none
      ii. Houses for Sale: 7135 Via Romera, 7218 Via Romera, 7044 Via Barranca
      iii. Houses Sold: none
      iv. Violation letters: 5 violation letters sent this month, details in Executive Session.

7) Office Report
   a. Clubhouse Manager Report
      i. Security cameras finished – 14 operable cameras. All wiring was repaired and new cameras installed. We now have complete coverage of the Clubhouse/Pool facility.
      ii. Bay Alarm: recommends a wireless system so that we could access remotely. Lisa is looking into a lower cost version of the monitoring.
      iii. Yelp – three to five inquiries about the Clubhouse.
      iv. Tree trimming: looking into additional quotes.
      v. New landscape service as of Jan 1st: Gothic Landscape.
      vi. Rentals: 5 for Nov, 3 for Dec, 2 for Jan, 3 for Feb.

   b. Update on HOA payments outstanding:
      i. Number of Owners Paid to date: 276
      ii. Amount Paid to date: $160,727
      iii. Number of Associates Paid to date: 77
      iv. Amount Paid to date: $48,080
      v. Number of Owners Paid Late: 21
      vi. Amount of Late Fees Paid: $1574
      vii. Number of Owners Delinquent (as of 9/12/2017): 3 (All collection accounts)
      viii. Number of Owners being sent to Collections: 0
      ix. Date Notice letter sent: 5/19/2017
      x. Date sent to Collection Agency: 0
   c. CASE 201603 – Chapter 13 bankruptcy case dismissed. Last payment received 1/24/2017. Balance as of 8/15/2017 is $583 (includes 2017 assessment.) Sent collection agency current statement as of 8/20/2017, waiting for next steps. House is now in foreclosure.

d. CASE 201604 – Received payment of $552 on 12/19/2016. Pro Solutions will continue to pursue balance of $1011 (includes 2017 assessment).
e. CASE 201606 – In bankruptcy, paying $50/month. Balance as of 9/12/2017 is $1725 (includes 2017 assessment).

8) Old Business
   a. Board of Directors elections have been finalized: all current directors are in the same positions as last year.
   b. Final website review: Board reviewed the new website and agreed it can go live.
   c. Homeowner and Associate Survey: Deferred to January.
   d. New signage proposal was reviewed by the Board, recommendations for improvements were made.

9) New Business
   a. None

10) Executive Session

The times when Board meetings may held in Executive Session are specified in the CC&R and Bylaws. In order to protect the privacy of those concerned while maintaining a public record of the deliberations, case numbers known only to the Board and Office Manager have been assigned.

11) The meeting was adjourned at 8:50 pm.