

Oaktree Park Cabana Club Home Owners Association Board of Directors Meeting Minutes

Meeting Date: Sep 28, 2009
Minutes Issued: 9/28/09
Status: Draftv1

In Attendance

Frank Ross *Bill Herndon* *Paul Donati* *Gordon MacKean*

Regrets

*Jeff Smith** *Kevin Wollenweber** *Beverly Phillips** *Terry Thompson*

John Greene

*proxy provided

The meeting was convened at 7:20 p.m. Pacific time.

Agenda:

1. Review open actions.
 2. Approve Aug Meeting Minutes
 3. Financials
 4. Pool update
 5. Reserve Study Review
 6. Misc items
 7. Adjourn
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1) Open actions

- **Action** Terry: get details from M&C on how we can be 10k behind in assessments if only 18 people owe July.
 - **Status:** No update
- **Action** Terry: get insurance quote and if within 10% of budget renew, otherwise send out an email with the details.
 - **Status: CLOSED** - Terry received the quote for insurance and it was renewed.
- **Action:** Gordon to scan the reserve study tables and circulate to the board.
 - **Status: CLOSED** - updated model sent out on 9/1/2009

2) Review/Accept 8/31/2009 Minutes

- Motion to accept the minutes: Frank Ross.
 - Passed – all in favor

3) Confusion exists over the financials, specifically that there don't appear receivables for the assessments that have certainly been paid before the end of August (Frank knows of one household for certain!). The group agreed to take no action this month regarding finding a new management company as we will be busy with pool work. But it will be raised as an agenda item for the meeting in October.

4) Pool update:

- The problems with the pool light did not get fixed (miscommunication with Genie over the office being unlocked). Genie has been given the go-ahead to work on it though so it will probably just get done with the VBGA work.
- Questions regarding the VBGA work:
 - Has Genie refilled any pools in San Jose in the last month?
 - Can we get a guarantee that they will take care of refilling the pool?
- **Action: Gordon to work with Kevin to make sure Genie answers the two questions above before allowing Genie to proceed.**

5) Reserve Study update:

Based on the latest quote for the VBGA upgrades and the fact that resurfacing of the pool "may" pull in from 2013 and increase from \$23K to about \$30k the reserve budget will be well below "plan levels" in the first year. That said, we need to wait to find out how expensive the VBGA upgrades will be before we can start planning the 2010 budget.

- Need to wait for VBGA upgrades to be complete to finalize 2009 spend
- Solar options investigated will require additional funding if that is to be pursued in the future
- The Board will aggressively explore any options other than additional assessments but is ultimately responsible to 'maintain' the common property.

6) Misc. Issues

- Cleaning Service to be cancelled this week (by the way – this worked out great!)
- Dumpster will be cancelled this week (still need to put it out Tuesday night)
- Pool Furniture losses this year include:
 - 2 umbrellas (at pool closing)
 - 3 table tops (one from the season, 2 that still need replacement)
 - ~8 lounge chairs – Gordon found some for \$139 but the group decided we should wait to know the expenses before we buy more furniture.
- Pool Heaters were only turned off tonight.
- **Action: Gordon needs to find a location for 10/26/2009 meeting. Will look into using the church.**

7) Next Meeting Dates:

- Monday, October 26th, at 7:00 pm
- *Monday, November 30th, at 7:00 pm. This date is tentative and will be convened if there is remaining 2009 business.*

8) Adjourn - The meeting adjourned by 8:30 pm

Respectfully Submitted,
Gordon MacKean
Secretary