

COWELL HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
May 22, 2014

MINUTES

Present: M. Weinmann; B. Lee; R. Peterson; S. Cardoza; M. Buchanan; T. Wright

Also Present: J. York, Collins Management

1. **CALL TO ORDER.** The meeting was called to order at 7:10pm following an Executive Session.

2. **OPEN FORUM/GUESTS:**

WCST Director Chris Bulmer and Coach Adrian requested permission to have a Fall Swim Clinic from September 9 to November 14, 2013. Times Monday to Thursday would be 3:30 to 8pm and Friday 4:15 to 8pm. Fees charged would be \$280 for ages 7 & up; \$120 for 6 & under for 4 weeks.

3. **APPROVAL OF MINUTES.**

It was moved and seconded (Lee/Wright) to accept the Executive Session Minutes of April 24, 2014. Motion carried.

4. **MANAGEMENT REPORT**

4.1 **Clubhouse Report.** Andy Steinberg reported there would be no movie night in June. Another Situational Awareness class is being planned. Director Buchanan suggested an outdoor movie night and volunteered to help organize.

4.2 **Lease Approvals.** There were no leases at this time.

4.3 **2014 Reserve Projects.**

a. **West Pool Concrete Replacement.** CMA submitted a breakdown of their proposal. Management has contacted another firm for a proposal. T. Peterson's opinion was read to the board.

b. **Tennis Court Fencing.** Director Lee stated that his opinion has changed and he recommends that the project go forward. Management reported that a third bid is expected and she would like to bring all the bids back to the board next month.

4.4 **HVAC Service Contract.** Quarterly service contracts from two HVAC companies were presented. It was moved and seconded (Buchanan/Lee) to approve continuing with Comfort Dynamics for \$445 per visit. Motion carried.

4.5 **N. Larwin Eucalyptus Trees.** It was moved and seconded (Lee/R.Peterson) to have the blue gum eucalyptus removed and stump ground; remove the lower 30' of deadwood from the Aleppo Pine; raise and thin the lower canopies of three bush eucalyptus; remove the declining deodar cedar and grind stump; grind 3 stumps in the same area. Motion carried (Buchanan opposed).

4.6 **Annual Calendar.** It was suggested that the calendar be included in the monthly packet.

4.7 **Annual Playground Inspections.** The reports on the Main and East Playgrounds were reviewed. All of the work recommended has been or will be completed.

4.8 **Reserve Study.** Management asked if the annual study will be completed in the same manner as previous years. Management will provide the updated information to Barerra and a draft provided to the board at the June meeting. The study cannot be finalized until the 2015 budget is approved.

4.9 **Greenbelt Lighting Proposal.** It was moved and seconded (Lee/Cardoza) to approve Current Electric's proposal for conduit construction and circuitry installation for \$3,485.00 and Landscape Care's bid to provide 170 feet of trenching for \$1,400. Motion carried.

5. **OLD BUSINESS**

5.1 **EPLI.** NBS Insurance submitted an application to Philadelphia and was denied coverage. Mr. Shimamoto is now applying to Travelers Insurance.

5.2 **4480 Camstock – Fallen Tree.** The homeowner paid 50% of all the costs but still hasn't returned the settlement agreement. Management to follow-up.

5.3 **Accident - 2/26/14, YV Rd. and South Slope.** A check for \$140 was received from the responsible party's insurance company. Item closed.

5.4 **Clubhouse Truss Repair.** Carrasco Construction has completed the work. Management has inspected and provided pictures to the board. Item closed.

5.5 **Computers for Clubhouse and Office.** The computers were purchased for \$2,000 and have been installed. Item closed.

5.6 **Sidewalk on Ayers Rd.** Schryer/Thompson will be asked for an estimated completion date.

6. **OFFICER'S REPORTS & DIRECTOR COMMENTS**

6.1 **Treasurer's Report.** T. Wright reported that water expenses are currently under control. The balance sheet, income and expense report, and the bank reconciliation reports have been reviewed.

6.2. **Director Comments.** Another handout from R. Peterson was discussed.

6.3 **President's Report.** M. Weinmann asked management to suggest some dates for a community meeting with Concord PD. Meeting would be similar to Neighborhood Watch meeting held 2 or 3 years ago.

7. **COMMITTEE REPORTS**

7.1 **Activities Committee Liaison.** M. Weinmann had nothing to report.

7.2 **Architectural Committee.** S. Cardoza reported that she has created a manual for new committee members; the group inspection meeting was rescheduled for June 8; final revisions of the Guidelines will be done at the next meeting.

7.3 **Business Process Review Committee.** T. Peterson was not present but M. Weinmann said that the next step is the review of the surveys completed by Jan and Andy.

7.4 **Landscaping Committee.** B. Lee reported that Martells will be attending the next committee meeting.

7.5 **Swim Team Liaison.** It was moved and seconded (Lee/Cardoza) to approve a WCST Fall Clinic. For use of the pool from 9/9/14 to 11/14/14 WCST will be charged \$600/month. Motion carried.

VIII. **ADJOURNMENT** was at 10:15pm to Executive Session.

Salinda Cardoza, Secretary

Date