

COWELL HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
January 9, 2014

MINUTES

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

Absent: S. Cardoza

Also Present: D.Byrne and J. York, Collins Management

1. **CALL TO ORDER.** The meeting was called to order at 7:05pm following an Executive Session.

2. **OPEN FORUM/GUESTS:**

Terry Shimamoto, NBS Insurance, explained that the valuation of the property was last done 3 years ago by broker Richard Brick and manager Jan York using the Marshall & Swift formula. Terry further explained this is a Blanket Endorsed Policy which makes the entire \$4,2 million available per incident, for example, the clubhouse burns down – the policy will cover up to \$4.2 million. The valuation is scheduled for review later this year. The D&O policy does not include Errors & Omissions. The Board asked for a quote for EPLI (Employment Practices Liability Insurance).

Homeowner Erin O.offered to instruct residents on surveillance detection/awareness if the Board approved. The class would be held in the clubhouse and not limited to women. Ms. York and Andy Steinberg will arrange a date /time with Erin and announce class in the Signal.

3. **APPROVAL OF MINUTES.**

It was moved and seconded (Lee/Wright) to accept the Regular Meeting Minutes of December 12, 2013, (with a minor change made to the original); the Executive Session Minutes of December 12, 2013; and the Executive Session Minutes of November 14, 2013,. Motion Carried.

4. **MANAGEMENT REPORT**

1. **Clubhouse Report.** There was discussion of the purchase of a popcorn machine to be used for Movie Night and other events. The onsite manager will ask the insurance broker if additional insurance would be needed if the clubhouse arranged a “day trip” possibly to Golden Gate Fields.

a. **Cub Scout Pack #444.** It was moved and seconded (Lee/R.Peterson) to approve Cub Scout Pack #444 use of the clubhouse on a once/month basis for one year. Motion carried.

2. **Lease Approvals.** It was moved and seconded (Wright/R. Peterson) to approve the leases for 4406 Marsh Elder, 4393 N. Water Oak, 4416 Red Maple, 4409 Corkwood, and 4414 Sweetbriar. Motion carried. The list rental properties requested by Mr. Peterson was provided by management. There are currently 143 rental properties which equals under 14%.

3. **2014 Reserve Projects.** A spreadsheet of the projects for 2014 was reviewed. Actual bids are being obtained.

4. **Delinquent Accounts.** It was moved and seconded (Wright/Lee) to authorize Allied Trustee Services to record notice of delinquent assessments for accounts 81612 and 81343. Motion carried.

5. **WCST Signs.** The prototype was reviewed. It was moved and seconded (Lee/Buchanan) to allow the sponsorship signs if they are in color only for the swim season, limited in number to ten, and WCST accepts all responsibility for signs and any damages. Motion carried.

6. **Change Meeting Day.** It was moved and seconded (Wright/T.Peterson) to change the meeting day the 4th Thursday beginning February 27, 2014. Motion carried.

7. **Insurance Renewal.** It was moved and seconded (Wright/Lee) to approve Security National's workers comp policy as presented by Stout Insurance. Motion carried.

5. **OLD BUSINESS**

Greenbelt Bench. Will be installed by Landscape Care once their schedule permits.

Garbage Can Replacement. A bid from Schryer/Thompson Construction was expected but they experienced an emergency and were unable to submit their proposal in time for the meeting.

Tree Maintenance. Traverso has completed the approved work. Management will inspect all their work.

Elliptical Machine. Has been installed.

Decorating Contest. Winning courts were announced in the Signal and 10 addresses ended up picking up the prize shirts.

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

6.1. **Director Comments.** There is a pile of wood chips off Cowell Rd – Landscape Care to be asked to spread them. Some greenbelts lights have been on during the day. The sidewalk where the large ~~tree~~ was removed on Ayers Rd. should be repaired.

6.2 **Treasurer's Report.** T. Wright reported that the December financial report is not ready

6.3 **President's Report.** M. Weinmann stated that the committee goals previously discussed have been moved to 7. Committee Reports.

7. **COMMITTEE REPORTS**

7.1 **Activities Committee Liaison.** An event calendar will be inserted to the February Signal and emailed with the eSignal. Upcoming events are the Lunar New Year Potluck and the Superbowl party.

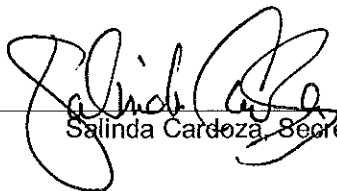
7.2 **Architectural Committee.** The committee is working on a rewrite of the architectural guidelines,

7.3 **Landscaping** – Director Lee reported that Dan Olshansky will be making some small changes to his plans. Management was directed to send a letter to the neighboring property owners regarding their landscaping including the Eucalyptus trees between N. Larwin and Cowell Rd.

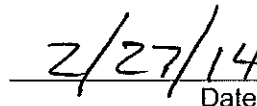
7.4 **Swim Team Liaison.** Nothing new to report.

7.5 **HOA Business Committee.** An ad hoc committee was established with members being Mark Weinmann, Todd Peterson and Rich Peterson. The committee will meet monthly and develop scope and may invite former board members to participate.

VIII. **ADJOURNMENT** was at 9:30pm to Executive Session.



Salinda Cardoza, Secretary



Date