

WOODSIDE ASSOCIATION, INC.
MEETING OF THE BOARD OF DIRECTORS
MARCH 23, 2021

MINUTES

I. CALL TO ORDER

President Lyn Efken called the meeting to order at 7:06 pm. Members present: Efken, Dan Nardinelli, Cyrus Youssefi, Bill Sessa, Kim Edwards, Craig Shields, Pamela Williams. The members met via video to conform with social distancing rules. There were 23 participants on the call, including board members, staff and 15 homeowners.

II. EXECUTIVE SESSION DISCLOSURE

Board Member Williams reported that the Board met in Executive Session that evening. The Board approved the Minutes of its Executive Session of February 23, 2021; reviewed five legal issues, none of which involved a lawsuit; reviewed delinquency accounts; discussed ownership of a foreclosed unit in Woodside Sierra; dealt with personnel issues related to construction and maintenance staff and a newly hired bookkeeper; and heard a report from the Human Resources Committee that will be shared in the open session this evening.

III. APPROVAL OF MINUTES

[Motion](#) by Williams, seconded by Efken, to approve the Minutes of the February 23, 2021 Board Meeting. Adopted unanimously.

IV. PRESIDENTS REPORT

A. FEMA Facts; Q/A Opportunity

Board Member Sessa clarified some inaccuracies contained in a handout that was distributed on the property by unsigned persons; there were several statements and facts that were simply incorrect. He also responded to questions from homeowners.

V. COMMUNITY MANAGER'S REPORT

Community Manager Angelina Dawson reported that staff completed 68 work orders and cleaned three roofs in the previous month. Staff also repaired two irrigation leaks and repaired two large sections of fence that were damaged in the January storms. **Building 2245** received a new roof and roofing and siding are scheduled for **buildings 780/782 and 720**. **Buildings 800 and 882** are scheduled for April. Dawson also reported the hiring of carpenter Kevin Chance to the maintenance staff and Rigo Bazan as bookkeeper.

VI. OPEN FORUM

The Community Manager tracks comments from homeowners and follows up on issues or items that require response at a later time.

VII. TREASURER'S REPORT

Treasurer Youssefi reported a balance of \$1,141,373 in the Reserve Account and \$16,499 in the Operating Account, as of the end of February. Accounts Payable total was \$46,600 and the monthly income was negative for the third consecutive month (-\$24,179). Delinquencies totaled \$6,578, and Youssefi noted there were unanticipated expenses for the Board election and the FEMA election for a total of \$8,800. The last repayment of \$133,340 was made to the Reserves Account to replenish money borrowed to pay this year's flood insurance premium.

Youssefi also announced that Budget Committee meetings will be held on April 25 and May 3 with the goal of competing the Budget proposal by May 11.

VIII. COMMITTEE REPORTS

A. Architectural Committee

1. **2217-8** (window replacement)
2. **776-3** (sliding door replacement)

Motion by Efken, seconded by Youssefi, to approve the recommendations of the Committee that the projects be approved. Adopted unanimously.

B. Tree Committee

Motion by Williams, seconded by Sessa, to approve the Committee's recommendation that mulch from trees cut or removed at Woodside be stored on site, not on green parking spaces, and soakers be purchased to nourish trees. The spreading of mulch by volunteers was not accepted but instead will be done by the landscape company. Adopted unanimously.

C. Human Resources Committee

Committee Chair and Board Member Nardinelli reported that the Committee has completed its annual performance review of the Community Manager and has developed recommendations for staff pay increases for the Budget Committee. It was also reported that the Committee met with the new Security Director to discuss his first few months on the job.

IX. NEW BUSINESS

A. Set Date of Record for Directors Election (April 1)

Motion by Williams, seconded by Efken, to set the official Date of Record for the Board of Directors' Election for April 1. Adopted unanimously.

B. Bid for Recirculating Pump at Building 782

Motion by Shields, seconded by Youssefi, to approve a contract for \$5,685 to add a second recirculating pump for **building 782**. Adopted unanimously.

C. 720 Cal Pro Change Order

Motion by Youssefi, seconded by Shields, to approve a change order in the amount of \$1,922 for repair of termite damage **at building 720**. Adopted unanimously.

X. ADJOURNMENT

Motion by Sessa, seconded by Nardinelli, to adjourn the meeting at 8:25 pm. Adopted unanimously.

Respectfully submitted,

Bill Sessa, Secretary

APPROVED_AD 4/27/21