

WOODSIDE ASSOCIATION, INC.

Board of Directors Meeting

June 29, 2021

MINUTES

I. Call To Order

President Lyn Efken called the meeting to order at 7:05 p.m. All Board Members were present: Efken, Craig Shields, Bill Sessa, Cyrus Youssefi, Kim Edwards, Fernando Garibay-Mena, and Pamela Williams. Community Manager Angelina Dawson was in attendance. Approximately 34 homeowners were present at this first in-person meeting since the pandemic began in March of 2020.

II. Executive Session Disclosure

Board Member Williams reported that the Board met in Executive Session for 90 minutes on June 29, 2021, prior to the open Board meeting. The Board approved the Minutes of the May 25, 2021 Executive Session; reviewed four legal issues; considered four recommendations from the Rules Hearing Committee regarding owner discipline; received a collections status report from management; agreed to continue to limit membership on the Human Resources Committee to Board members only; appointed Lyn Efken, Pamela Williams and Bill Sessa to the HR Committee; and discussed personnel issues, including the difficulty in finding a Construction Supervisor. Board Members Shields and Garibay-Mena agreed to help the Community Manager's recruiting efforts.

III. Approval of Minutes

A. Approval of Minutes of May 25, 2021 Board of Directors Meeting

Motion by Williams, seconded by Shields, to approve the Minutes of the May 25, 2021 Board of Directors Meeting. Adopted unanimously.

IV. President's Report

President Efken noted that there have been 70 home sales so far this year, including seven in the last month, indicating strong real estate values and buyer interest in living at Woodside. Repairing of the landing at 708 is complete and an arbor will be added in July. The Association purchased a concrete grinder to repair uneven sidewalks because it was more cost-effective than repeatedly renting one. Permanent signs to identify recycle bins are being printed and will be installed to replace the current paper signage. A contractor will be hired to re-condition the duck pond; the hot water is exacerbating algae growth. Vandalism resulted in broken light globes on the property and a car window was smashed.

The Board has directed enhanced enforcement of parking rules by Security personnel. Enforcement has been lax in checking to assure that all cars have the required Woodside parking sticker, are current with DMV registration, and are parked in assigned spaces.

V. Community Manager's Report

Community Manager Dawson reported that 100 work orders were completed in the last month, 20-40 more than usual, despite having two vacancies in the maintenance staff. She also noted that payment coupon booklets were mailed to homeowners for the 2021/22 fiscal year.

VI. Open Forum

Homeowners commented on a variety of issues and the Community Manager and/or Board Members will follow up on them as appropriate.

VII. Treasurer's Report

Treasurer Youssefi reported cash on hand of \$1, 253,802 as of May 31, 2021. The Operating Account tally was \$61,050. Monthly income was \$9,323 and Reserve Account expenses were \$26,294. Mr. Youssefi noted that seven of the eight expense items were within budget, except for utilities, especially for natural gas expense. The Community Manager explained that the overage was the result of back-billing for a meter that had not been read by PG&E in a year, resulting in the unanticipated \$40,000 expense.

Motion by Sessa, seconded by Efken, to accept the Treasurer's Report. Adopted Unanimously

VIII. Committee Reports

A. Tree Committee

The Committee recommended the removal of the following trees:

1. Building 617: Raywood Ash
2. Raywood Ash Near Carwash
3. Building 712: Plum Tree
4. Building 628 Raywood Ash
5. Building 633: Two Birch Trees

Motion by Williams, seconded by Shields, that the recommendations of the Tree Committee be accepted. Adopted unanimously.

B. Architectural Committee

1. 625-1: Bathroom remodel
2. 2229-2 Window Replacement

Motion by Shields, seconded by Williams, to approve the recommendations of the Architectural Committee to approve the application for the bathroom remodel and deny

the application for window replacements, pending the receipt of more information. Adopted unanimously.

IX. New Business

A. Appointment of Committees

1. Architectural Committee.

The Architectural Committee is limited by the CC&Rs to 3 members. **Motion** by Williams, seconded by Efken, to appoint Kathy Klusman, Steve Campbell and Jadwiga Weiczner to the Committee, with Ashley Whitmore and Shane Meyers as Alternates, and Board Members Shields and Efken as Co-Board Liaisons. Adopted unanimously.

2. Nominating Committee

The role of the Nominating Committee has been reduced due to state legislation; the Committee is now primarily responsible only for conducting Candidates Night.

Motion by Williams, seconded by Efken, to appoint Maggie Hart and Daniel Nardinelli to the Nominating Committee. Adopted unanimously.

3. Human Resources Committee

See Executive Session Disclosure.

B. Non-Board Appointed Committees

The Board simply ratified the members of all non-Board appointed Committees, including the Landscape, Rules Hearing, Newsletter, Social, Security/Safety, Budget, Rules Revision and Tree Committees. The membership of committees changes throughout the year as exiting committee members drop out, and new committee members join. **Motion** by Shields, seconded by Edwards, that the Board ratify the committee memberships as presented. Adopted unanimously.

C. Data-Driven Decisions

Board Member Edwards suggested that a homeowner survey could provide valuable input in budget planning and Board decision-making. Results could affect priorities and shed light on emerging issues. The Board supported the concept of a homeowner survey contingent upon review of the precise questions. A draft will be developed for Board review.

D. Parking Decisions In A New Era

Board Member Edwards presented her review of the current parking sticker system. Suggested improvements included a parking app which might aid enforcement. The Board did request that the Rules Revision Committee develop criteria that could be used to define “unsightly cars”.

E. Rental Cap

Board Member Garibay-Mena proposed that a rental cap of 30-35% be established at Woodside. He presented an initial summary of the concept. The Board generally agreed that such a major change with significant ramifications requires an approach similar to that used in the FEMA grant process: in-depth analysis of the pros and cons, "town hall"-style meetings of homeowners for discussion and questions, and ultimately a vote of homeowners to support or reject the CC&R amendment. Garibay-Mena will bring more information to the Board in future meetings.

F. Renters Insurance

Board Member Garibay-Mena proposed that Woodside homeowners who rent their units must require tenants to carry renters insurance. Board Members expressed a desire for more information, some of which might require legal counsel opinion. Board Member Garibay-Mena will follow up with additional information.

G. Re-shingling Office

The item was tabled, pending obtaining more bids from contractors.

H. Bids for Water Leak

A bid for water leak, under asphalt, came in at \$900. The Board agreed the Manager could try this new vendor. No action was needed since the Manager has authority to commit up to \$1000 without Board approval.

X. Old Business

A. Bids for Re-shingling Building 740

Motion by Youseffi, seconded by Williams, to propose to Cal Pro Construction and Painting that the job be done for \$70,000. Adopted unanimously.

B. Bids for Asphalt Repairs Property-Wide

Motion by Youssefi, seconded Efken, to approve a contract for \$70,000 with Nor Cal Asphalt. Adopted unanimously.

XI. Adjournment.

Motion by Youssefi, seconded by Garibay-Mena, to adjourn the meeting at 9:50 pm.

Respectfully Submitted,

Bill Sessa
Board Secretary

APPROVED: _____ **BOD 7/27/21**

