

**WOODSIDE ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
AUGUST 24, 2021**

MINUTES

I. CALL TO ORDER

President Lyn Efken called the meeting to order at 7:10 pm. Board Members present: Efken, Craig Shields, Bill Sessa, Kim Edwards, Fernando Garibay-Mena and Pamela Williams. Community Manager Angelina Dawson and approximately 15 homeowners were in attendance.

II. OPEN FORUM

Management tracks comments and follows up on them as needed.

III. EXECUTIVE SESSION DISCLOSURE

Board member Williams reported that the Executive Session was conducted over 90 minutes prior to the Open Session. The Board approved three sets of Minutes for an Orientation Session on August 4, an Emergency Executive Session on August 16 that was conducted by email in order to meet a court-imposed deadline for a legal settlement offer, and the Executive Session of July 26, 2021. The Board also renewed the Association's flood insurance; discussed four legal issues; approved owner discipline recommendations from the Rules Hearing Committee and discussed personnel issues.

IV. APPROVAL OF MINUTES

A. Approval of Minutes of July 26, 2021, Board of Directors Meeting

MOTION by Shields, seconded by Williams, to approve the Minutes of the July 26, 2021 Board meeting, as amended. Adopted unanimously.

V. PRESIDENT'S REPORT

President Efken reported that the remaining building address signs are being installed and that some buildings will be equipped with more than one sign to be more easily identified; that the Association's internal audit of PG&E bills is ongoing; that Security is aggressively enforcing parking rules. She also noted that vandals have returned and cautioned homeowners to remove any valuables from the interior of cars to discourage break-ins. The new walkway and landing at Building 708 has been completed and the next similar project will be at Building 740. Efken also reported that a letter has been sent to Sacramento County Planning Commission expressing the Association's opposition to an expansion of commercial events at the Mosaic Law Synagogue, which was accompanied by petitions from approximately 120 individual homeowners who opposed the expansion.

VI. COMMUNITY MANAGER'S REPORT

Community Manager Angelina Dawson reported the hiring of a Construction Supervisor and a swing shift Security Officer, who were introduced during the meeting. Dawson also reported on progress for several construction projects, including shingles replaced at many buildings in East, a sidewalk replacement at Building 615, roof, gutter and downspout cleaning at Buildings 601, 712, and 617, and a water line break repaired under Building 788. Three carport roofs have been replaced in Sierra, with work beginning on a fourth and two others will follow. A carport in East has been demolished and re-construction is waiting for steel beams on order. Laundry room #1 received 20 feet of new electrical wiring. The seasonal cobwebs have been cleaned from Sierra carports, gates, laundry rooms and all 16 garbage enclosures. Several trees have been trimmed and wood chips have been added to many trees to help them remain hydrated in Summer weather.

VII. TREASURER'S REPORT

In the absence of Treasurer Cyrus Youssefi, Manager Dawson reported an operating cash balance of \$171, 578; Accounts Payable of \$62,756; Reserve Expenditures of \$31,599; a Reserve Account cash balance of \$1,332,974; and monthly income of \$40,732; all as of July 31. Dawson noted that expense for water is already \$8,000 over budget, some of which is attributable to three major water leaks.

It was also reported that Shaw Accountancy Corporation has been retained to review the Association's financial statements for the 2021/22 fiscal year.

VIII. OLD BUSINESS

A. Asphalt

MOTION by Sessa, seconded by Edwards, to augment an existing contract with NorCal Asphalt by \$20,000, for a total of \$69,963, to accommodate an additional 4,000 sq. ft. of work. Adopted unanimously.

IX. NEW BUSINESS

A. Owner/Renter Ratio

This information will be presented at the September Board meeting.

B. Change Date of November Board of Directors Meeting

MOTION by Garibay-Mena, seconded by Edwards, to move the November Board of Directors meeting to Tuesday December 7, 2021. Adopted unanimously.

C. Bylaws Update

MOTION by Williams, seconded by Efken, to approve a contract of \$4,900 for the firm of Angius & Terry to update the Association's Bylaws. Adopted unanimously.

X. COMMITTEE REPORTS

A. Architectural Committee

1. 609-5 Retractable Screen Door

MOTION by Williams, seconded by Sessa, to deny the application. Adopted unanimously.

2. 780-6 Window Replacement

MOTION by Williams, seconded by Sessa, to approve the application. Adopted unanimously.

3. 601-1 Window Replacement

MOTION by Williams, seconded by Garibay-Mena, to approve the application. Adopted unanimously.

B. Human Resources Committee

MOTION by Edwards, seconded by Shields, that Woodside adopt a policy requiring employees to be vaccinated against the COVID-19 virus or provide bi-weekly tests to document that they are not infectious, effective 10/1. Adopted Unanimously.

XI. LIENS

MOTION by Shields, seconded by Williams, to lien accounts 294-0250-004-0018 and 294-0230-005-0028. Adopted unanimously.

XII. ADJOURNMENT

MOTION by Shields, seconded by Williams, to adjourn the meeting at 8:50 p.m. Adopted unanimously.

Respectfully submitted,

Bill Sessa

Board Secretary

APPROVED: _____ 9/28/21 BOD _____