

WOODSIDE ASSOCIATION, INC
Board of Directors, Open Session
June 28, 2022

Minutes

I. Call To Order

President Lyn Efken called the meeting to order at 7:08 pm. All Board members were present: Efken, Craig Shields, Cyrus Youssefi, Bill Sessa, Kim Edwards, Hassan Pejuhesh. The meeting also was attended by approximately 35 homeowners.

II. Executive Session Disclosure

Secretary Sessa reported that the Board met in Executive Session for 90 minutes prior to the Open Session. The Board approved minutes for two Emergency Executive Sessions on April 29 and May 31, 2022, and a regular Executive Session on May 24; approved one instance of owner discipline; accepted the Collections Report and discussed a variety of personnel issues including a series of recommendations from the HR Committee and the appointment of Pamela Williams to fulfill the remainder of a vacant position on the Board. (Note: The Board subsequently announced that it would reconsider this appointment in an Open Session on July 26, 2022.)

III. Open Session

Management tracks comments received and follows up on them as necessary.

IV. Approval of Minutes

- A. Minutes of the May 10, 2022 Special Meeting of the Board of Directors**
- B. Minutes of May 24, 2022 Board of Directors Meeting**

MOTION by Youssefi, seconded by Edwards to approve the Minutes of the May 10, 2022 Special Meeting of the Board of Directors and the Minutes of the May 24, 2022 Board of Directors Meeting. Adopted unanimously.

V. President's Report

President Lyn Efken reported that she, the Community Manager and Management level employees now meet weekly on Wednesday morning to improve communication and to organize work projects, that the Association is waiting on an insurance settlement to repair a carport destroyed when it was hit by a vendor's truck since damages are estimated at \$50,000; that the Security staff will be receiving more training to improve their knowledge of the Association's rules and regulation, and she reminded homeowners that bicycles are available for rent but are stored in the bike barn instead of being left outside the Clubhouse.

VI. Community Manager's Report

Attending her first Board meeting, the newly appointed Community Manager, Tamara Camera, thanked homeowners for the warm welcome she has received said she looked forward to working at Woodside.

VII. Treasurer's Report

Treasurer Youssefi reported total liquidity to be \$1,371,160 with a balance of \$ 728,777 in the Operating Account, \$82,411 in Accounts Payable, and \$1,275,000 in the Reserve Account after spending \$125,000 in infrastructure repairs in May. Youssefi reported a negative cash flow of \$32,000 in May but a positive cash flow of \$34,225 for the fiscal year. Delinquent fee payments of \$44,000 were recorded in May due to an accounting error that will be corrected. All expenses are within budget except for natural gas. Fireplace log expenses were within budget for May but are \$14,979 over budget for the fiscal year and overall natural gas expenses are \$10,000 over budget for the month. Two instances of alleged fraud were reported, including inappropriate transactions on the Association's PayPal account that are being investigated and unauthorized transactions on the Association's credit card which have been refunded.

MOTION by Sessa, seconded by Edwards to accept the Treasurer's report. Adopted unanimously

VIII. New Business

A. Janitorial Contract

MOTION by Shields, seconded by Edwards to table this item and direct the Community Manager to negotiate a new contract with the vendor.

B. Installation of Electric Vehicle Charging Station

No vote was taken and the issue was deferred to a future meeting. The Board agreed in concept to install up to two electric vehicle charging stations at Woodside, but only if they would be financially neutral with the cost of installation and charging borne only by owners of electric cars.

C. Pool Contract

This item was tabled and the Community Manager was directed to negotiate a contract renewal with the vendor.

D. Comcast Renewal

This item was tabled and the Community Manager was directed to negotiate a contract renewal with the vendor.

IX Committee Reports

A. Architectural Committee

MOTION by Youssefi, seconded by Edwards to approve the modification recommended by the committee. Adopted unanimously.

B. Tree Committee

The Board accepted the committee's report and its recommendation that the Association solicit bids for monthly tree trimming.

C. Environmental Committee

The Board accepted a report from the Committee including a survey of homeowners with natural gas fireplaces.

X.Liens

MOTION by Youssefi, seconded by Sessa to file a lien on account number 0000588. Adopted unanimously.

XI Adjournment

MOTION by Youssefi, seconded by Efken to adjourn. Adopted unanimously. The meeting adjourned at 8:55 pm.

Respectfully submitted

Bill Sessa, Secretary

APPROVED ___ 6/28/22 ___