

**WOODSIDE ASSOCIATION, INC**  
**Board of Directors Meeting, Open Session**  
**October 25, 2022**

**MINUTES**

**I. Call to Order**

President Lyn Efken called the meeting to order at 7:05 pm. All Board members were present, including Efken, Craig Shields, Cyrus Youssefi, Bill Sessa, Kim Edwards, Hassan Pejuhesh and Pamela Williams.

**II. Executive Session Disclosure**

Board Secretary Bill Sessa reported that the Executive Session began at 5:00 pm. The Board approved the minutes of the Executive Session of September 27, 2022 and the Emergency Executive Session of October 10, 2022. The Board discussed two legal issues, considered a Request for Accommodation from a resident, adopted a policy regarding flood insurance deductibles, approved two recommendations for owner discipline, accepted a Collections Report and discussed staffing issues and a report from the HR Committee. The Executive Session adjourned at 6:55 pm.

**III. Open Session**

The Community Manager tracks comments and follows up on those as necessary

**IV. Consent Calendar**

- A. Minutes of the September 27, 2022 Board of Directors Meeting
- B. Timeframe for 2023 Director Election (information only)
- C. Amend Employee Handbook: Bereavement Leave

**MOTION** by Edwards, seconded by Pejuhesh to approve the Consent Calendar with amended minutes.  
Adopted Unanimously

**V. President's Report**

President Lyn Efken reported that she attended a community workshop in mid-October at Swanston Park hosted by our representative on the Sacramento County board of Supervisors, Rich Desmond. The workshop was held to hear homeowners' concerns over neighborhood crime, excessive traffic, and homelessness. It was the second of four workshops hosted by Desmond in October. Efken noted that Desmond committed to holding four more workshops in the Arden Arcade area after the first of next year. Efken also reported that burglars broke into the Old clubhouse recently, but ran off without taking anything. She reported that a metal plate is being installed on the door they jimmed with a screwdriver, so they can't come back and try again. She also reported that landscape improvements have been completed near gate 2.

## **VI. Community Manager Report**

Community Manager Tamara Camara reported that the maintenance and construction crews have been especially busy in the last month, completing 41 work projects. That includes rebuilding three sheds, a deck and three carports. Three more carports are scheduled for repair shortly. Camera also reported that crews are continuing to look for and repair “trip and fall” hazards.

## **VII. Treasurer’s Report**

Treasurer Cyrus Youssefi reported the Association’s total liquidity is \$1,538,617 as of September 30, including \$108, 750 in the Flood Account and \$1,362,000 in the Replacement Reserve Account. Other account totals include: Operating Account, 244,031; Reserve Expenditures, 95,556; Reserve Account, \$862,029. Net monthly income was -\$21,024 and delinquencies were \$13,184. Youssefi noted that, due to warm summer weather, natural gas expenses for fireplaces was \$21,920 under budget and the Association has received a net saving of \$130,000 from reduced flood insurance premiums.

After the first quarter of the fiscal year, the Association’s expenses are nearly \$35,000 over budget and Youssefi noted that the Budget Committee will meet in January to explore potential adjustments for the remainder of 2022/23.

## **VIII. Committee Reports**

### A. Architectural Committee

#### 1. 776-3 Window Replacement

**MOTION** by Youssefi, seconded by Edwards, to accept the committee’s recommendation for approval. Adopted unanimously

### B. Environmental Committee

The Board accepted the committee’s report and recommended that they develop proposals to improve sustainability in conjunction with other committees with more direct responsibility for implementation.

### C. Tree Committee

The Board accepted the committee’s report.

## **IX. OLD BUSINESS**

### A. Owner/Tenant Accountability

The Board took no action on this item.

## **X. NEW BUSINESS**

### A. CPA Representation Letter

**MOTION** by Williams, seconded by Youssefi, to accept the report from Shaw Accountancy Corporation summarizing the Association’s financial statements. Adopted unanimously.

#### B. Financial Statement Review

**MOTION** by Williams, seconded by Youssefi, to approve the Association's financial statement for the fiscal year ending June 30, 2022. Adopted unanimously.

#### C. Inspector of Elections Bid for May 2023 Director election

**MOTION** by Sessa, seconded by Williams, to approve a contract with Ballot watchers Elections Solutions for \$4,875 in the event they will be needed to conduct the director's election. Adopted unanimously.

#### D. Rules Revision Committee Creation

**MOTION** by Shields, seconded by Youssefi, to re-constitute the Hearing Rules Committee. Ayes; Efken, Shields, Sessa. Nays; Youssefi, Williams, Pejuhesh. Abstain; Edwards. Motion fails on vote of 3-3-1

#### E. Gas Logs

This item was tabled

#### F. Redwood and Walnut Tree Removal

The Board discussed the potential for harvesting wood from fallen trees, but no formal action was taken.

#### G. In-House Purchase of Landscape Materials

By acclamation, the staff was directed to purchase landscape materials used on the property.

#### H. Jacuzzi Covers

No action was needed on this item.

### **XI. Adjournment**

**MOTION** by Shields, seconded by Williams, to adjourn. Adopted unanimously. The meeting adjourned at 9:53 pm.

Respectfully submitted

Bill Sessa, Secretary

APPROVED - 12/6/2023