

WOODSIDE ASSOCIATION INC.
BOARD OF DIRECTORS MEETING
APRIL 20, 2023

MINUTES

I. Call to Order

The meeting was called to order by President Lyn Efken at 7:09 p.m. Board Members present: Efken, Craig Shields, Bill Sessa, Kim Edwards, Hassan Pejuhesh and Pamela Williams. Board Member absent: Cyrus Youssefi. Community Manager Tamara Camara and Construction Supervisor Tom Brown were also in attendance.

II. Executive Session Disclosure

Board Member Williams reported that the Board met in Executive Session for two hours prior to the Board meeting. The Board approved the Executive Session Minutes from the March meeting; approved two owner discipline recommendations from the Rules Hearing Committee re unapproved flooring and an unsightly vehicle; acted upon an owner's appeal on a financial accounting issue; approved two Notices of Default; agreed to hold off on a foreclosure to see if the owner is willing to commit to a payment plan; discussed one legal issue; and received a Collections Report and a staffing report from the Manager. The Human Resources Committee shared the results of its recent meeting and review of management.

III. Open Forum

The Community Manager follows up on issues raised, as needed or as directed by the Board.

IV. Consent Calendar

MOTION by Sessa, seconded by Edwards, to approve the Minutes of the March 28, 2023 Board of Directors meeting. Motion approved unanimously.

V. President's Report

President Efken reported on a meeting of the Central Valley Flood Association that was attended by a half dozen Woodside owners. Portadam has a product that might have been a possible flood protection option for Woodside, but at a subsequent meeting to walk the property, Portadam's representative determined that their product was not suitable for Woodside's campus. Efken also noted that the most recent owner-renter ratio is 54% owners and 46% renters.

VI. Community Manager's Report

Manager Camara said that Maintenance staff is behind in work orders due to understaffing. The Maintenance crew also has 20 roof leaks from the series of storms earlier in the year that require hiring of roofing contractors. Laundry Room 6 has a new value station where laundry cards can be loaded. The only cash machine is in the Office.

VII. Treasurer's Report

Treasurer Sessa reported that there is \$128,885 in the Operating Account; \$1,102,000 in Reserves; and \$87,000 in the Flood Account. Woodside received an \$18,000 rebate from PG&E for transmission costs of natural gas. The Association's insurance company also paid \$1108,000 and \$65,000 for storm damage. Expenses to date are coming in right about at budgeted levels, but there are three more months remaining in the fiscal year.

VIII. Committee Reports

A. Architectural Committee

MOTION by Sessa, seconded by Efken, to approve the Architectural Committee's recommendation to decline the application for a fireplace insert in 739-1, until additional information is provided. Motion approved unanimously.

B. Environmental Committee

Mrea Csorba presented both verbal and written reports. Information in the May Newsletter will inform owners how to have their pilot light shut off for the summer. Committee members are working on improving signage for the waste enclosures. Specific suggestions regarding the landscape contract were made, such as spreading the planting of annuals across all three sections of the property instead of primarily in Old Woodside, changes to the mow-and-blow schedule to allow more time for plant maintenance; and phasing out gas-powered mowers and blowers.

C. Landscape Committee

Lyn Efken reported that the Committee is reviewing individual requests for removal of dead plants, re-plantings, and rocks.

D. Tree Committee

Connie Brown has resigned as Chair of the Tree Committee after many years of service to the community. Per the Committee's request, **MOTION** by Sessa, seconded by Edwards, to permit the expenditure of up to \$2500 to replace 7 trees and the accompanying bubblers. Motion approved unanimously.

IX. Old Business

A. Old Clubhouse A/C and Roof Repair

Three bids were solicited; two bids were received, one from Pacific Heat & Air and one from Harris Air. **MOTION** by Pejuhesh, seconded by Williams, to approve the bid from Harris Air for \$17,613 for a 16 seer heat pump, which will be reduced by an anticipated \$2,000 rebate from SMUD. **Motion** approved unanimously.

B. Buildings 722/724: Siding

The Board reviewed three bids. **MOTION** by Efken to use funds from the current year to do Building 722 and the Office, and then do Building 724 from next year's budget. Motion died for lack of a second. **MOTION** by Williams, seconded by Efken, to do Building 722 now with current year Reserve funds, and to proceed scheduling the Office and Building 724 projects, leaving

open whether the funds for the Office and Building 724 will be paid with current year or next year's Reserve funds. Motion approved unanimously.

C. Landscape Contract

This item was deferred to the May meeting.

X. New Business

A. Laundry Room #1 Replacement Flooring

MOTION by Efken, seconded by Edwards, to approve Pro Floor Inc's \$2,159.61 bid to replace the flooring in Laundry Room 1. Motion approved unanimously.

B. New Boiler #2

Four companies were contacted; bids were received from RCI and James Mechanical. The Construction Supervisor recommends James Mechanical due to: 1) the shorter timeframe for completion; 2) not a comprehensive re-pipe; and 3) the company currently provides the maintenance services for our boilers, so they are familiar with the systems and property.

MOTION by Efken, seconded by Shields, to approve the bid of \$64,862.50 from James Mechanical.

XI. Liens

MOTION by Williams, seconded by Sessa, to approve liens on Account # 0000541 and Account # 0000505. Motion approved unanimously.

XII. Adjournment

MOTION by Shields, seconded by Edwards, to adjourn the meeting at 8:40 p.m. Motion approved unanimously.

Respectfully submitted,

Bill Sessa
Board Secretary