

Woodside Association Inc
Board of Directors Meeting, Open Session
October 24, 2023
Minutes

I. Call To Order

President Kimberly Edwards called the meeting to order at 7:10 pm. Member present: Edwards, Hassan Pejuhesh, Bill Sessa, Cyrus Youssefi. Members absent: Gisela Schultz.

II. Open Forum

The Community Manager notes the comments made and follows up as needed. Bob Neilson, agent for Farmers Insurance, made a presentation regarding the Association's renewal of liability insurance. He said that he was able to offer the lowest rate increase possible in a market that is in more turmoil than he has seen in his career, with some carriers refusing coverage in California.

III. Closed Session Disclosure

Board Secretary Sessa reported that the Board met in Executive Session at 6 pm. The Board approved minutes for its August 22, 2023 and October 17, 2023 Executive Sessions; denied an appeal from a homeowner for a variance and discussed staffing needs. The Executive session adjourned at 7:06 pm.

IV. Consent Calendar

- A. Minutes of August 22, 2023 Board Meeting
- B. Volunteer Form
- C. Shaw Accountancy

MOTION by Williams, seconded by Youssefi to approve the consent calendar. Adopted unanimously.

V. President's Report

President Edwards welcomed the return of Community Manager Tamara Camara after an extended absence. She requested that homeowners be conservative in making demands on the office staff. She also noted that Shaw Accountancy and Bob Browning, who annually updates the Association's reserve study, expressed concern about the need for more repairs and maintenance on the property.

VI. Manager's Report

Community Manager Tamara Camara expressed her appreciation for the people who supported Lidia Velici and Nicolas Ciobanu, who stepped in to take over many of her duties while on a leave. Camara also reported that the text messaging service used to notify homeowners of urgent alerts was back in operation and that potential repairs to the tennis courts will be assessed soon.

VII. Treasurer's Report

Treasurer Sessa reported the following balances as of Sept 30. The Operating Account, \$275,000; Reserve Account, \$901,000; Flood Account, \$109,000. Delinquent Accounts totaled \$64,000 and Accounts Receivable totaled \$30,445. In all, Sessa reported that the Reserve Account balance was

higher than expected and the Operating Account was overall on budget, although spending was greater in some areas and lower in others than predicted for this far into the fiscal year. Income is also expected to increase as a backlog of billing invoices is cleared up for items such as carport leasing and special assessments that is expected to generate approximately \$220,000 in additional income.

In response to queries from the Board, Sessa reported the following expenses. Lidia Velici, executive consultant who filled in for Tamara Camara, \$20,000; Nicolas Ciobanu, consultant overseeing crews fulfilling work order repairs, \$12,725 (offset by salary savings from the resignation of the Construction and Maintenance Supervisor); Robert Half staffing agency, \$78,170.

VIII. Committee Reports

A. Architectural Committee

The committee recommended approval of the following applications: 625-1 (electric fireplace insert); 843-8 (electric fireplace insert); 2237 (installation of storm door); 731-3 (window replacement); 700-6 (kitchen remodel).

MOTION by Youssefi, seconded by Pejuhesh to approve all of the projects except the electric fireplace inserts. Ayes: Youssefi, Pejuhesh. Nays: Edwards, Sessa, Williams. Motion fails on vote 3-2.

MOTION by Edwards, seconded by Williams, to accept all of the committee's recommendations. Ayes: Edwards, Sessa, Williams. Nays: Youssefi, Pejuhesh. Motion adopted on vote of 3-2.

A. Flood and Storm Readiness Plan

Action on this item was deferred

B. Tree Committee

MOTION by Williams, seconded by Sessa, to accept the Committee's recommendation to approve a contract for \$10,482 to Brightview to administer a tree maintenance program that will eliminate many dead trees, grind stumps from recently felled trees and prune others. Ayes: Edwards, Sessa, Youssefi, Williams. Nays: Pejuhesh. Motion adopted on a vote of 4-1.

IX. Old Business

A. GL Insurance Renewal

MOTION by Youssefi, seconded by Williams, to accept a proposal from Farmers Insurance for a general liability policy for a premium of \$301,429 to be paid in 12 equal installments. Adopted unanimously.

B. Update on Critical Deferred Maintenance Orders

The Board accepted a report from Nicolas Ciobanu that showed a total of 37 work orders were on the list, 10 of which were short-term repairs and 27 were long-term repairs.

X. New Business

A. Change of November Board meeting to December 5, 2023

MOTION by Youssefi, seconded by Sessa, to move the November Board of Directors meeting to December 5, 2023. Adopted unanimously.

B. Charges for Office Services

Action on this item was deferred.

C. Underground Pipe Leak

MOTION by Sessa, seconded by Williams to approve a contract for \$2,325 to Sac Val to repair the leak. Adopted unanimously.

D. Boiler Room Bid (Sierra) To Replace Pumps

MOTION by Youssefi, seconded by Sessa, to award a contract to James Hannah Mechanical up to \$8,500 subject to Board member Pejuhesh approving the parts to be used. Adopted unanimously.

E. Professional Management Company Services Handout

No action was required on this item.

F. Appointment to Fill Vacancy for Board of Directors

MOTION by Sessa, seconded by Youssefi to appoint Lyn Efken to fill the vacancy created by the resignation of Board member Darla Hagge. Ayes: Sessa, Pejuhesh, Youssefi. Nays: Edwards, Williams. Motion adopted on a vote of 3-2.

XI. Adjournment

MOTION by Sessa, seconded by Efken to adjourn. Adopted unanimously. The meeting was adjourned at 10 pm.

Respectfully Submitted

Bill Sessa, Secretary

APPROVED _____