

THE VILLAGE GREEN OWNERS ASSOCIATION

Board of Directors Regular Open Meeting Minutes

Tuesday, January 26, 2016.

DIRECTORS PRESENT: Jerri Allyn (JA), President; Joseph Khoury (JK), Vice President; Steve Haggerty (SH), Treasurer; Claire Joyce (CJ), Secretary; Ethan Markowitz (EM); Reuben Ginsburg (BG); Norma Miller (NM); Lucy Fried (LF).

ALSO PRESENT: Sherri Giles (SG), Operations Manager

JA opened the homeowner comments period at 7.00pm.

1. HOMEOWNER COMMENTS

A. 5304 ½ Ms. Liles commented on sewer work and tree removal.

B. 5226. Mr. Solyces commented on building cracks and record requests.

2. CALL TO ORDER

JA called open session to order at 7.09pm with 7 directors present.

3. ADOPTION OF AGENDA: NM moved to adopt the agenda, EM seconded. With amendment to swap the order of items 4I. and 4J, **passed 7-0.**

4. BUSINESS

A. Approval of regular open meeting minutes, December 15, 2015. CJ moved to approve, NM seconded. **Passed 7-0.**

B. Liens.

a. Resolution 16-01. JA moved to approve the recording of a lien against Assessor's Parcel Number 5025-011-036, SH seconded. **Passed 7-0.**

b. Resolution 16-02. CJ moved to approve the recording of a lien against Assessor's Parcel Number 5025-012-044, NM seconded. **Passed 7-0.**

C. Executive committee and operations manager initiated discussion item on a proposal for priority projects for 2016.

JA moved to approve the proposal, NM seconded. After discussion including the list and the role of the transition committee with this list going forward; and noting that JA and BG will work on the item titled "legal calendar", JA called to end the discussion and move on.

D. Resolution 16-03. 8" Sewer Line Repair – Courts 5&6.

a. SG introduced the resolution to approve option 2 in the change order 2015-S9 to the contract with Troxler and Sons Construction dated June 30, 2011; to repair/replace 8" sewer line between courts 5 and 6. This change order for \$46,556 is authorized on a lump sum basis. Cost to be funded from Special Assessment GL lines 33032 Sewer Line Replacement and 32185 – Plumbing Sewer Lines – Patios and 32187 Plumbing – Sewer Lines and regular reserves 32185 – Plumbing Sewer Lines – Patio. SG clarified the proposed amount of funding was \$46,556. After SG answered questions, EM moved to approve option 2, bursting the pipe and replacing the pipe per the change order, NM seconded. **Passed 7-0.**

b. SG asked the board to consider the value in having an inspection of other 8" pipes while the

equipment is on site. Discussion included the consequences of delaying the scoping, scope on time/materials basis, getting bids for scoping, prioritizing particular sewer lines, possible savings by doing now, when action could be taken and funding. SH moved to choose two directors to approve a contract change with Troxler based on SG and Harold Graves identifying currently problematic lines and scoping those lines, not to exceed \$10,000 in cost. Bring the information to the delegated directors and see if the severity requires work now or planning over the next year. JA seconded. After further discussion, **passed 4-3**. (Yea: LF,SH,EM,JA; Nay: BG,NM,CJ). Directors BG and EM volunteered and approved by consensus to the executive committee. *Action item SG/BG/EM.*

E. Resolution 2016 Reserves Budget Meeting

By consensus, a special reserves budget meeting will be scheduled for Monday, March 1 at 7pm.
Action item SG.

F. Civil Code §5500 Quarterly Compliance Acknowledgement.

For the Quarter December 31, 2015.

G. Resolution 16-04. Landscaping RFP Executive Committee.

NM moved that the board approve one more member to the committee. EM seconded. After discussion, amended to name CJ as the additional member and to stipulate that the committee not meet with SG again, but to give the RFP to SG when complete. **Passed 7-0.** *Action Item NM/LF/CJ.*

H. Resolution 16-05. Check Signers Approval.

NM moved that the board of directors approve all non-executive check signers at the first possible board meeting. SH seconded. After verification that the meeting is the planning meeting after the election results, **passed 7-0.** *Action Item CJ/Agenda.*

J. Discussion Item: Closed Committees.

After discussion introduced by NM on re-opening the two closed committees (Trees and Communications), NM moved to open all currently closed committees (Trees and Communications) in February and to follow all the same processes as other committees. **Passed 7-0.**

I. Resolution 16-06. Historic Guides for TVGOA Landscape.

JA moved to adopt the Cultural Landscape Report (CLR), the landscape blueprints by Barlow (1940s design), and blueprints by Winans (1960s design) as “foundational documents” to be used as “guides” by Village Green owners, to compliment the architecturally significant property design. LF seconded. After discussion, JA **tabled** the item.

K. Discussion Item: Directors Communication with the Community.

NM introduced the topic that a single director should not act on behalf on the entire board by replying to an owner who emails the entire board. By consensus, NM will remind owners via *Highlights*, of the process that all correspondence goes into the board packet for consideration by the entire board and action as deemed necessary at the board meeting. Emails should not be responded to until the board has met and acted. *Action Item NM.*

L. Resolution 16-07. Flood Insurance

At its December 2015 regular meeting, the board requested that the manager obtain more information on various insurance policies and rates in the next several months. LF moved to broaden the inquiry

to include association common area flood insurance, JA seconded. **Failed 3-2-2.** (Yea: LF,JA,CJ; Nay: EM,NM; Abstain: BG,SH).

5. DESIGN REVIEW RECOMMENDATIONS

A. None

6. CORRESPONDENCE – BOARD ACTION REQUESTED

A. 5174 Complaint regarding smoking on the green. Noted.

B. 5175 Request for reimbursement. SH moved to deny the request. EM seconded. **Passed 6-0.** (NM temporarily absent during the vote).

C. 5506 Concern regarding tree planting. By **consensus**, JA will ask the Tree Planting Assist team to investigate. BG moved to ask the team to respond in writing before Feb 12, 2016. SH seconded.

Failed 3-2-2. (Yea: BG,SH,CJ; Nay: LF,JA; Abstain: EM,NM.) *Action Item JA.*

D. 5122. Concern regarding flood insurance. Noted.

7. FINANCIAL REPORTS

A. Financial Statements - Reviewed and noted.

B. Treasurer's Report - Reviewed and noted.

C. Variance Report - Reviewed and noted.

Discussion included the 11.9% delinquency rate, repercussions for loan approval if 15% is reached, possible further actions the board can take to improve such as assessing the current collection process.

JK arrived at 9.08pm.

8. MANAGER'S REPORT

Reviewed and discussed.

9. COMMITTEE REPORTS

Minutes and/or reports from the following committees were received and noted:

Court Council; Landscape Committee; Safety Committee; Ad Hoc Website Redesign.

a. The Safety Committee included a compiled Top 20 annotated rules to aid the escort and patrol training.

b. CJ noted that court council approved lighting the flag at a cost of \$350. BG moved to have court council submit a resolution for approval of lighting versus having the flag lowered each evening. SH seconded. After discussion, **failed 3-4-1.** (Yea: BG,SH,JK; Nay: LF,CJ,JA,NM; Abstain: EM).

10. OPERATIONAL REPORTS

The following reports were received and noted:

Preventative Maintenance Calendar; Parking Enforcement Summary; Garage Rental Report; Work Order Summary; Escort and Patrol Reports.

11. INFORMATION ITEMS

A. 5180 Departure from VG. Noted.

A. Record Requests– 3 received

12. MEETING ADJOURNED TO EXECUTIVE SESSION at 9.35 pm by JA.

During executive session on Dec 15, 2015, the board deliberated personnel matters, litigation, matters relating to violations, legal issues and payment of assessments.

The next open session regular meeting is scheduled for February 22, 2016.

The annual membership meeting is scheduled for February 6, 2016 at 10am at Baldwin Hills Elementary followed by a special open session meeting of the new board to appoint officers at 4pm at the clubhouse.

Respectfully submitted,

Claire Joyce, Secretary