

# **Eucalyptus Grove Homeowners Annual Membership Meeting January 10, 2013 (6PM) Minutes**

(Subject to Membership's approval)

The meeting was held at the Goleta Valley Community Center, 5679 Hollister Ave., Goleta, CA.

At the request of the Board, **Bob Bartlein**, called the meeting to order at 6:04 pm.

## **Board Members present:**

Jaime Escobedo

Christine Hall

Joe Mora

Craig Nicholson

Lisa Welch

Also in attendance:

James Nguyen from Bartlein & Company, Inc.

Bill Bold (Scribe)

## **Roll Call**

92 units were represented at the meeting by proxy or by attendance. Quorum achieved.

## **Proof of Notice**

All owners of record were sent a Notice of Meeting on November 28, 2012.

## **Prior Meeting Minutes**

The members present unanimously waived the reading of the minutes and approved the minutes from last year's Annual Meeting.

## **Officer's Reports**

The 2012 **Treasurer's Report** was read:

Total Revenue \$841,212.22

Operating Expenses 396,877.26

Res. Expenditures 494,873.22

Savings Accts. Total 1,348,089.94

As of 12/31/12, the Association Reserve is 88.3% fully funded.

The Treasurer's Report was unanimously accepted as presented.

**Board President**, Craig Nicholson, summarized projects completed in 2012 and those scheduled for completion in 2013.

### **Election of Board**

The 2-year term of two Board Members (Christine Hall and Joe Mora) expired at this meeting.

Three Association Members were **nominated** to serve two-year terms on the Board: Christine Hall, Mary Mason and Joe Mora. Christine Hall withdrew from the nominations.

It was moved and seconded to close the nominations, waive the secret ballot requirement of the California Civil Code, and unanimously elect the slate (Mary Mason and Joe Mora). Motion unanimously **approved** by Owners in attendance.

### **Old Business**

No issues were addressed.

### **New Business**

The members present unanimously approved the “**Excess Funds Resolution**”.

The membership thanked the Board Members (“**Board Action Confirmation**”) for their dedication and hard work and ratified their decisions made on behalf of the Association throughout 2012.

### **Topics of Discussion** included:

- Neighbor complaint about items blocking entryway to unit.
- Clarifying noise rules.
- Pool operating hours on weekends.
- Utility doors at building 7640.
- Unit furnace recalls; smoke and CO<sub>2</sub> detector requirements for units.

### **Adjournment**

The **2013 Annual Meeting** was adjourned at 6:46 pm. A short Board meeting followed immediately.

Minutes submitted by Bill Bold (Scribe)

# Eucalyptus Grove Homeowners Association

## Board of Directors Meeting

January 10, 2013

### Minutes

(Subject to Board of Director's approval)

**Board President, Craig Nicholson**, called the meeting to order at 6:49 pm. The meeting was held at the Goleta Valley Community Center, 5679 Hollister Ave., Goleta, CA.

**Election of Officers:** The Board unanimously elected the following as Board officers:

Craig Nicholson – President

Joe Mora – Vice President

Mary Mason – Secretary

Jaime Escobedo – Treasurer

Lisa Welch – Member-at-Large or 2<sup>nd</sup> VP

**Meeting Minutes:** The **December Board Meeting minutes** (12/13/12) were **approved** as presented.

#### Treasurer's Report:

	December '12	YTD
Total Income	65,071.55	836,764.38
Operating Expenditures	38,814.11	396,246.26
Reserve Expenditures	47,312.24	494,873.22
Total Expenditures	86,126.35	891,119.48
Transfer to Reserve	0.00	(201,467.70)
Transfer from Reserve	20,000.00	255,399.00
Total in Savings	1,344,144.74	
Total Assets	1,371,359.86	

James N. reported Operating Expenses are approximately 5% below budget; also noted the Reserve expenditures were applied to siding repair work and preparation for exterior painting.

The December Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported routine **landscape maintenance**, mulching, one tree removed – replacement needed/in progress and noted the eucalyptus tree treatment was scheduled for January 2013. The Board unanimously **approved** the proposed **irrigation improvements** to building 7610 (\$4,025), with Joe M. abstaining.

#### Old Business

Items addressed:

- **Cleaning service:** Lisa W. gave a brief report on Master Clean's work in the pool area.
- **Dry rot repairs:** Sea View Constr. continues prepping buildings for exterior paint.
- **Exterior painting:** James N. reported bldg. 7626 to be worked next; approx. \$71,800 paid so far to Affordable Painting on the agreed upon \$240,240 project agreement.

- **Entrance Directory upgrade:** Tabled

No other Old Business

## **New Business**

Items addressed:

- **Exercise Room:** Lisa W. reported a workout bench stolen from the Exercise Rm.; replacement cost \$100 – 150. Board unanimously **approved** replacement of the bench; Lisa W. will follow up.
- **Outstanding fee collection effort:** Jaime E. reported on the feasibility of involving credit-reporting agencies in collection of unpaid association dues; no action taken.
- **Recording Liens** – Board unanimously **approved** filing a lien on unit 314 for delinquent association dues.
- **Statement of Information** (Bartlein & Co., Inc) – James N. distributed company information to the Board.

No other New Business

At this time, the Board convened in Executive Session.

The meeting was **adjourned** at 7:30 pm.

The next Board meeting is scheduled for Thursday, February 14, 2013, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe

# Eucalyptus Grove Homeowners Association

## Board of Directors Meeting

February 14, 2013

### Minutes

(Subject to Board of Director's approval)

**Board President, Craig Nicholson**, called the meeting to order at 6:00 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

**Board members in attendance:** Craig Nicholson, Jaime Escobedo, Mary Mason and Joe Mora. (Board Member Lisa Welch absent). Also in attendance: Mr. Lafranchie (unit 213), Ms. Erickson (unit 252), Bill Bold (Scribe), and James Nguyen (Bartlein and Company, Inc.)

Unit 213 owner, Mr. Lafranci, requested details for installation of a lattice **privacy screen** for his unit. Ms. Erickson (unit 252) discussed the need for a **second bicycle rack** at the complex. Board explained that parking spaces are at a premium.

**Meeting Minutes:** The **January Board Meeting minutes** (1/10/13) were **approved** as presented.

#### Treasurer's Report:

	Jan-13	YTD
Total Income	71,221.55	71,221.55
Operating Expenditures	25,438.71	25,438.71
Reserve Expenditures	50,266.24	50,266.24
Total Expenditures	75,704.95	75,704.95
Transfer to Reserve	(4,461.80)	(4,461.80)
Transfer from Reserve	10,000.00	10,000.00
Total in Savings	1,338,843.55	
Total Assets	1,366,111.69	

Operating Expenses are approximately 2% below budget; the Reserve expenditures were due to siding repair work and exterior painting. James N. obtained the Board signatures for the bank signature card, minus that of Lisa Welch, due to her absence. The January Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported routine **landscape maintenance**; re-landscaping, grading and drip irrigation conversion for building 7610 near completion; hedge installed at boundary with Ellwood School; recommended seeding and fertilizing front entry area and planting two red gum eucalyptus trees at the property border with the railroad tracks. The Board unanimously **approved** the entry lawn work and planting the two trees (Joe M. abstaining from the vote). Board discussed creating a list of landscaping repairs needed following the exterior painting.

#### Old Business

Items addressed:

- **Cleaning service:** James N. briefed the Board on the issue of Worker's Comp

insurance with Master Clean cleaning company and that Mgmt is trying to have it resolved.

- **Dry rot repairs:** James N. reported Sea View Constr. is continuing the building prep for exterior paint.
- **Exterior painting:** James N. reported bldg. 7636 and 7638 to be worked next; approx. \$102,513 paid to Affordable Painting on the agreed upon \$240,240 project final price.
- **Entrance Directory upgrade:** Options presented to the Committee by Consolidated Overhead Door Co.
- **Sauna heater:** Board discussed the previously approved bid to Mershon Electric (\$2,275) and deposit paid (\$1,200) for the new heater.

No other Old Business

## New Business

Items addressed:

- **Pet residency violation:** Board discussed several cases of unidentified owners having more than one dog or cat in their units. James N. will put an item in the newsletter reminding residents of the pet restrictions contained in the CC&R's.
- **Pool maintenance contract:** Board discussed changes to the new contract with Perfect Pools. Board unanimously **approved** new contract with Perfect Pools.
- **Landscaping maintenance contract:** (Item not on the Feb. agenda as contract was received a couple of days ago – Board unanimously approved adding item to the Feb. agenda) Board discussed new contract from Enviroscaping that includes a 3% hike in monthly maintenance fee. The Board unanimously **approved** the new contract with Enviroscaping (Joe M. abstaining from the vote).
- **New foreclosing lender ruling:** James N. briefed the Board on a new ruling affecting the bank's liability for HOA dues when a unit is foreclosed.
- **Flood insurance, Building 7620:** James N. reported a FNMA finding that building 7620 was in the "flood zone"; Association hired Waters Surveyor who determined all buildings are not in the flood zone. Report on file with Mgmt and will be sent to all owners whose lenders inquire about flood insurance.
- **Vehicle parking registration:** Board discussed the feasibility of registering cars and having parking tags or stickers for parking at the Grove.
- **March agenda:** Add "Additional Bicycle Rack".

No other New Business

At this time, the Board convened in Executive Session.

The meeting was **adjourned** at 7:15 pm.

The next Board meeting is scheduled for Thursday, March 14, 2013, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe

# Eucalyptus Grove Homeowners Association

## Board of Directors Meeting

### March 14, 2013

#### Minutes

(Subject to Board of Director's approval)

**Board President, Craig Nicholson**, called the meeting to order at 6:02 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

**Board members in attendance:** Mary Mason, Joe Mora and Lisa Welch (via Skype) (Board Member Jaime Escobedo absent). Also in attendance: Mr. Lafranchie (unit 213), Mr. Calles (unit 253), Ms. Flores (unit 341), Ms. Hall (unit 351), Bill Bold (Scribe), and James Nguyen (Bartlein and Company, Inc.)

Unit 213 owner, Mr. Lafranci, discussed installation of a lattice **privacy screen** for his unit; Board requested plans for the screen before considering for approval. Mr. Calles (unit 253) discussed neighbor's pet noise, big dogs with the Board; Ms. Flores (unit 341) discussed neighbor's plants on bldg. 7630's common landing, attached to building, and an ant invasion. Joe M. will place ant traps around building. Ms. Hall (unit 351) discussed the need for additional bike racks throughout the Grove.

**Meeting Minutes:** The **February Board Meeting minutes** (2/14/13) were **approved** as presented.

#### **Treasurer's Report:**

	<b>February 2013</b>	<b>YTD</b>
Total Income	64,821.85	136,043.40
Operating Expenditures	26,394.17	51,832.88
Reserve Expenditures	70,156.18	120,422.42
Total Expenditures	96,550.35	172,255.30
Transfer to Reserve	(18,271.50)	(22,733.30)
Transfer from Reserve	50,000.00	60,000.00
Total in Savings	1,307,330.48	
Total Assets	1,336,310.68	

James N. reported Operating Expenses are approximately 4% below budget; also noted the Reserve expenditures were applied to siding repair work, preparation for exterior painting, and deposit for sauna heater replacement; distributed copies of the 2012 Annual Financial Statement to the Board. The February Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported routine **landscape maintenance**; three new eucalyptus trees planted; seeding and fertilizing front entry lawn; walk-around performed with M. Mason; mulch order required.

#### **Old Business**

Items addressed:

- **Cleaning service:** Board discussed work scope and frequency of functions

- performed (new contract points).
- **Dry rot repairs:** James N. reported Sea View Constr. is continuing the building prep for exterior paint. More discussion next month.
  - **Exterior painting:** James N. reported bldg. 7632 to be worked next, bldg. 7640 completed; approx. \$147,000 paid thus far to Affordable Painting on the agreed upon \$240,240 project final price.
  - **Entrance Directory upgrade:** Board briefly discussed status of new entrance directory selection process.
  - **Sauna heater:** James N. reported the (new) sauna heater installation completed; Board also discussed sauna light timer and new pool sign.
  - **Vehicle parking registration (stickers):** Board briefly discussed and tabled item.
  - **Lattice repairs:** Board discussed condition of owner-installed privacy screens (where repairs/painting is required), and the comprehensive walk-around appearance report compiled by M. Mason.

No other Old Business

## **New Business**

Items addressed:

- **Bike racks:** Board discussed needs and options for additional bike racks; clearing abandoned bikes from the existing bike racks.
- **Unit marking numbers:** Board briefly discussed need for repairing/replacing unit exterior numbers and source of new numbers; B. Bold will research source and report findings to the Board.
- **Insurance, building ordinances:** James N. discussed adding building ordinances to insurance – added cost \$100+/year. Board **Approved**.

No other New Business

At this time, the Board convened in Executive Session re status of late payers.

The meeting was **adjourned** at 7:23 pm.

The next Board meeting is scheduled for Thursday, April 11, 2013, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe



# Eucalyptus Grove Homeowners Association

## Board of Directors Meeting

April 11, 2013

### Minutes

(Subject to Board of Director's approval)

**Board President, Craig Nicholson**, called the meeting to order at 6:02 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

**Board members in attendance:** Craig Nicholson, Mary Mason, Joe Mora, Lisa Welch and Jaime Escobedo. Also in attendance: Mr. Lafranchie (unit 213), Mr. Callis (unit 253), Bill Bold (Scribe), and James Nguyen (Bartlein and Company, Inc.)

Unit 213 owner, Mr. Lafranci, discussed installation of a lattice **privacy screen** for his unit; Board **approved** installation of screen as long as it conforms to Association plans. Mr. Callis (unit 253) discussed neighbor's plants at unit entry and inquired into the possibility of opening the Exercise Room earlier in the day. The Board will consider his request and speak with the unit owners adjacent to the Ex. Rm.

**Meeting Minutes:** The **March Board Meeting minutes** (3/14/13) were **approved** as presented.

### Treasurer's Report:

	March 2013	YTD
Total Income	64,690.00	200,733.40
Operating Expenditures	30,534.42	82,367.30
Reserve Expenditures	87,294.71	207,717.13
Total Expenditures	117,829.13	290,084.43
Transfer to Reserve	0.00	22,733.30
Transfer from Reserve	50,610.00	110,610.00
Total in Savings	1,256,953.48	
Total Assets	1,284,723.07	

James N. reported Operating Expenses are approximately 5% below budget; also noted the Reserve expenditures were applied to siding repair work and preparation for exterior painting. The March Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported Jose, the gardener, will be on vacation May 7 through the 20<sup>th</sup>, a substitute will perform Jose's tasks in his absence; recommended installing **drip irrigation** system at pool perimeter to replace damaged sprinkler line. (The Board unanimously designated this issue as an Emergency Agenda Item) Board **approved** drip system installation (\$1,500). Mary M. discussed options for additional bike racks; Joe will provide a bid for a new rack around 7628; "Walk-around" list discussed.

### Old Business

Items addressed:

- **Cleaning service:** Board discussed work scope and **approved** contracting Master Clean for cleaning services, starting June 1, 2013. James to give Merit Cleaning

notice.

- **Dry rot repairs:** James N. reported Sea View Constr. is continuing the building prep for exterior paint.
- **Exterior painting:** James N. reported bldg. 7630 to be painted next; approx. \$154,800 paid thus far this year to Affordable Painting on the agreed upon \$240,240 project final price.
- **Entrance Directory upgrade:** Board awaiting word from Consolidated on current transmitter compatibility with new system. No action taken.
- **Sauna heater:** James N. reported the (new) sauna heater installation completed; final cost \$2,859+.
- **Unit marking numbers:** Board briefly discussed repairing/replacing unit exterior numbers and will research three styles to choose from.

No other Old Business

## New Business

Items addressed:

- **Pool maintenance:** James N. discussed with the Board the current maintenance charges for labor and supplies; the Board requested options for new vendors; James N. will research historical maintenance charges.
- **Pool signs:** Board briefly discussed current signs posted and requirements for additional signs and sign consolidation. Board finds current signs adequate.
- **Recording liens:** Board **approved** filing liens on units 121 and 256 for unpaid association dues.

No other New Business

At this time, the Board convened in Executive Session.

The meeting was **adjourned** at 7:15 pm.

The next Board meeting is scheduled for Thursday, May 9, 2013, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe

# Eucalyptus Grove Homeowners Association

## Board of Directors Meeting

May 9, 2013 (6PM)

### Minutes

(Subject to Board of Director's approval)

**Board President, Craig Nicholson**, called the meeting to order at 6:00 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

**Board members in attendance:** Mary Mason, Joe Mora and Lisa Welch and Jaime Escobedo. Also in attendance: Mr. Lafranchie (unit 213), Mr. Rauch and Ms. Hall (unit 351), Ms. Gross (Pool/unit 332), Bill Bold (Scribe), and James Nguyen (Bartlein & Company, Inc.)

#### **Request by Owners:**

Ms. Welch (unit 356) requested approval for the installation of a **home security system**, Board **approved**.

Unit 351 owner, Mr. Rauch, discussed the condition of the deck surface at the entry to his unit, rust on the mailbox enclosure (Phase III), missing lattice work on mailbox shelter exterior (Phase I), exposed water-proofing barrier on the trash enclosure (Phase I), pagoda lights, condition of entrance kiosk and landscape restoration at building 7634, Board **authorized** Mr. Rauch to contact the deck re-surfacing company and develop strategy for repairs. Ms. Hall (unit 351) discussed the possibility for residents to comment, offer suggestions on projects planned by the Board and the status of the bulletin boards at the mail kiosks.

Ms. Gross (Pool/unit 332) reported on pool general status and the possibility of a pay increase for her position of pool maintenance coordinator, Board will discuss pay in Executive Session.

**Meeting Minutes:** The **April Board Meeting minutes** (4/11/13) were **approved** as presented.

#### **Treasurer's Report:**

	<b>April 2013</b>	<b>YTD</b>
Total Income	70,254.29	270,987.69
Operating Expenditures	24,991.83	107,359.13
Reserve Expenditures	49,145.78	256,862.91
Total Expenditures	74,137.61	364,222.04
Transfer to Reserve	(7,583.55)	(30,316.85)
Transfer from Reserve	15,000.00	125,610.00
Total in Savings	1,249,742.05	
Total Assets	1,280,423.11	

James N. reported Operating Expenses are approximately 7% below budget; also noted the Reserve expenditures were applied to siding repair work and preparation for exterior painting and sauna heater replacement. The May Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported routine **landscape maintenance**, power-washed the trash enclosures, pool drip system installation completed, ant traps placed at building 7630, suspicious character seen several mornings in the Phase III parking lot; presented two proposals: Building 7628 landscaping improvements and drip irrigation system installation (\$6,255) and bike rack area prep and installation (\$1,640). Board **approved** both projects (Joe M. abstained).

## Old Business

Items addressed:

- **Cleaning service:** James N. reported Merit's contract will end on 5/31/13 and Master Clean will take over on 6/1/13 (\$575/month)
- **Dry rot repairs:** James N. reported Sea View Constr. is continuing the building prep for exterior paint.
- **Exterior painting:** James N. reported painting continues; approx. \$184,582 paid thus far to Affordable Painting on the agreed upon \$240,240 project final price.
- **Unit address markers** (numbers): Joe M. reported Channel City Lumber appears to be a source of replacement wooden numbers.
- **Walk-through list:** Brief general discussion.

No other Old Business

## New Business

Items addressed:

- **Exercise Rm.:** Lisa W. reported no complaints resulting from the extended hours.
- **Fumigation (Bldg. 7630):** James N. reported the building was last "tented" in 1999, brief discussion on ant control.
- **FHA approval:** Board discussed suggestion from realtor to renew FHA approval. No action taken.
- **Pool:** Brief discussion on trespassers, number of noted violations declining, Board requested a note in the newsletter alerting residents to watch for trespassers and take photos if possible.

No other New Business

At this time, the Board convened in Executive Session.

The meeting was **adjourned** at 7:02 pm.

The next Board meeting is scheduled for Thursday, June 13, 2013, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe

# Eucalyptus Grove Homeowners Association

## Board of Directors Meeting

June 13, 2013

### Minutes

(Subject to Board of Director's approval)

**Board President, Craig Nicholson**, called the meeting to order at 6:02 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

**Board members in attendance:** Mary Mason, Joe Mora and Jaime Escobedo (Board Member Lisa Welch absent). Also in attendance: Mr. Callis (unit 253) and Mr. Rauch (unit 351), Bill Bold (Scribe), and James Nguyen (Bartlein and Company, Inc.)

Unit 351 owner, Mr. Rauch, discussed the repair of the deck surface at the entry to his unit, and presented the Board with a quote of \$1,200 (Santa Barbara Surfacing) and the color proposed Castillian Brown; the Board **approved** the quote for repair. Mr. Rauch also discussed the following items with the Board: Tall pagoda light and signs to be re-painted, exposed stair footing, bldgs. 7632/7634 (Joe M. to correct), cap missing from fence post (Sea View to replace), tree leaning, bldg. 7634 (Joe M. to follow up), schedule for slurry seal, repaint fire lane curbs (July agenda item) and replacement of unit identifying numbers (in process).

Mr. Callis (unit 253) discussed a section of hedge that interferes with the opening of his patio fence (lattice) and a noisy dog in adjoining unit (353), Board will look into the hedge issue and offered suggestions for dealing with the noisy dog issue.

**Meeting Minutes:** The **May Board Meeting minutes** (5/9/13) were **approved** as presented.

### Treasurer's Report:

	May 2013	YTD
Total Income	71,527.62	342,515.31
Operating Expenditures	24,273.39	131,632.52
Reserve Expenditures	99,639.82	356,502.73
Total Expenditures	123,913.21	488,135.25
Transfer to Reserve	0.00	(30,316.85)
Transfer from Reserve	50,000.00	175,610.00
Total in Savings	1,199,950.88	
Total Assets	1,227,493.40	

James N. reported Operating Expenses are approximately 10% below budget; also noted the Reserve expenditures were applied to siding repair work and preparation for exterior painting. The June Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported routine **landscape maintenance**, bike rack installation at bldg. 7628 completed, downed tree removed, landscaping improvements at 7628 and surveying trees for trimming.

## Old Business

Items addressed:

- **Dry rot repairs:** James N. reported Sea View Constr. is continuing the building prep for exterior paint and portions of the perimeter fence have been rebuilt due to wood deterioration.
- **Exterior painting:** James N. reported painting continues; approx. \$201,879 paid thus far to Affordable Painting on the agreed upon \$240,240 project final price; color of carport lattice discussed and **approved** for white frame with green lattice section, **approved** keeping the carport posts painted green; abandoned bicycles from the bicycle parking area were removed and stored for possible charitable donation.
- **Privacy screens:** Homeowners will be sent letters reminding them that owner-installed lattice privacy screens need to be repaired and repainted, as required, at the owner's expense.
- **Unit address markers** (numbers): Brief discussion on plan to replace numbers as needed or replace all. No action taken.
- **Walk-through list:** Brief general discussion, painting touch-up "to do" list will be created.
- **Pool maintenance:** James N. reported on historical pool maintenance costs (materials and labor), brief discussion followed.

No other Old Business.

## New Business

Items addressed:

- **Pool path:** Unauthorized path, in pavers, near 7624 to be removed and landscaping restored by Enviroscaping.
- **Maintenance:** James N. reported that the regularly scheduled main line clean outs will be carried out shortly.

No other New Business.

At this time, the Board convened in Executive Session.

The meeting was **adjourned** at 7:24 pm.

The next Board meeting is scheduled for Thursday, July 11, 2013, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe

# Eucalyptus Grove Homeowners Association

## Board of Directors Meeting

### July 11, 2013

#### Minutes

(Subject to Board of Director's approval)

**Board President, Craig Nicholson**, called the meeting to order at 6:06 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

**Board members in attendance:** Mary Mason, Joe Mora, and Jaime Escobedo (Lisa Welch present via cellular phone). Also in attendance: Mr. Rauch and Ms. Hall (unit 351), Bill Bold (Scribe), and James Nguyen (Bartlein and Company, Inc.)

Mr. Rauch (unit 351) reported the completion of the deck surface repair at the entry to his unit and discussed the various methods of repair for deck surfaces, noted parking lot lights that need to be re-bulbed, gas supply line replacement, siding repair issues, not-repaired-but-painted gouges several lattice frames, pagoda light repairs, and notified the Board of a TV set left in the 7630 trash enclosure. Ms. Hall (unit 351) discussed unit (address) numbers and offered a source for replacements.

**Meeting Minutes:** The **June Board Meeting minutes** (6/13/13) were **approved** as presented.

#### **Treasurer's Report:**

	<b>June 2013</b>	<b>YTD</b>
Total Income	66,573.63	409,088.94
Operating Expenditures	26,037.32	157,669.84
Reserve Expenditures	37,162.00	393,664.73
Total Expenditures	63,199.32	551,334.57
Transfer to Reserve	(988.72)	(31,305.57)
Transfer from Reserve	0.00	175,610.00
Total in Savings	1,201,130.07	
Total Assets	1,229,257.06	

James N. reported Operating Expenses are approximately 12% below budget; also noted the Reserve expenditures were applied to siding repairs. The July Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported routine **landscape maintenance**, drip system completed at bldg. 7628, tree trimming/removal tasks continue and proposed installing pyracantha shrubs on the pool periphery (\$550); Board **approved** project (Joe M. abstained). Monthly report received from Sta. Barbara Pest Control on rodent abatement.

#### **Old Business**

Items addressed:

- **Dry rot repairs:** James N. reported Sea View Constr. is performing siding repairs that may have been overlooked prior to exterior painting.

- **Exterior painting:** Board **approved** sending final payment (\$42,286.27) to Affordable. Joe M. and Craig N. completed an inspection and a list of touch-ups will be forwarded to Affordable and Sea View for disposition. Lattice-work will be re-painted.
- **Unit address markers** (numbers): Joe M. and Ms. Hall (unit 351) will provide the Board with replacement wooden number samples.
- **Pool cleaning:** Master Clean has requested a schedule change to Mondays and Fridays (Board accepted); several of the Board's concerns on quality of cleaning were raised.

No other Old Business

## **New Business**

Items addressed:

- **Pavement maintenance:** James N. discussed various options for addressing the upcoming periodic asphalt maintenance (bids from Challenge); Board unanimously approved slurry-seal and (Phase III) repair, with a \$45,000 cap, authorized Craig N. to make the final decision on project and start date.
- **Front door/screen policy:** Board briefly discussed guidelines for acceptable replacements, based on "white" and "attractive".
- **Reserve Study:** Board discussed and approved commissioning JD Brooks & Assoc. to perform the study (\$1,380); James N. to contact.
- **Abandoned bicycles:** James N. to donate abandoned bicycles generated by the latest painting maintenance by July 18, 2013, Board **approved**.

No other New Business

At this time, the Board convened in Executive Session.

The meeting was **adjourned** at 7:32 pm.

The next Board meeting is scheduled for Thursday, August 8, 2013, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe



# Eucalyptus Grove Homeowners Association

## Board of Directors Meeting

### August 8, 2013

### Minutes

(Subject to Board of Director's approval)

**Board President, Craig Nicholson**, called the meeting to order at 6:00 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

**Board members in attendance:** Craig Nicholson, Mary Mason, Joe Mora, and Jaime Escobedo (Lisa Welch absent). Also in attendance: Ms. Lange and her nephew (unit 110), Bill Bold (Scribe), and James Nguyen (Bartlein and Company, Inc.)

Ms. Lange discussed the 2 **chairs** placed on her unit's **entry walk** with the Board; the Board will allow one chair to be placed in this area.

A request for installation of a **fiberglass utility door** (unit 367), visually similar to the original door, was **approved** by the Board.

**Meeting Minutes:** The **July Board Meeting minutes** (7/8/13) were **approved** as presented.

#### Treasurer's Report:

	July 2013	YTD
Total Income	69,457.35	478,546.29
Operating Expenditures	28,434.16	186,104.00
Reserve Expenditures	43,486.27	437,151.00
Total Expenditures	71,920.43	623,255.00
Transfer to Reserve	(37,536.92)	(68,842.49)
Transfer from Reserve	40,000.00	215,610.00
Total in Savings	1,198,867.52	
Total Assets	1,227,828.51	

James N. reported Operating Expenses are approximately 13% below budget; also noted the Reserve expenditures were due to exterior painting and deck resurfacing (unit 351). The July Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported routine **landscape maintenance**, pool periphery shrub installation completed, an owner-installed mini-irrigation system removed (unit 263), a new pool shortcut, bypassing the "deterrent" shrubs will be blocked.

#### Old Business

Items addressed:

- **Dry rot repairs:** James N. reported Sea View Constr. is performing siding repairs that may have been overlooked prior to exterior painting.
- **Exterior painting:** James N. reported Affordable Painting is touching up areas that were overlooked during exterior painting.

- **Entry directory:** Board still awaiting replacement recommendations from Consolidated Overhead Door, will at this time, continue using the existing directory system until it fails.
- **Privacy screens / lattice work:** A list of owner-installed privacy screens requiring repair and/or painting was created and notices were hand distributed to units that need attention.

No other Old Business

## **New Business**

Items addressed:

- **Pavement maintenance:** Board **approved** minor patch and slurry seal work (including replacement of concrete to car wash area) quote from GPM (\$47,905). This type of work is for short term purposes so that Assoc can save funds to do removal & replacement in a few years.
- **Pool maintenance contract:** Board briefly discussed monthly charge calculation by Perfect Pools and **approved** new contract as presented.
- **Parking/Abandoned vehicles:** Board discussed searching registration history of vehicles suspected of being abandoned at the Grove.
- **Front door/Screen door policy:** Board reiterated the requirement for white in color, attractive and consistent with existing screen doors; door must be approved by Board prior to installation.
- **Recording liens:** Board approved filing a lien on APN #079-670-46, for unpaid association dues.

No other New Business

At this time, the Board convened in Executive Session.

The meeting was **adjourned** at 7:35 pm.

The next Board meeting is scheduled for Thursday, September 12, 2013, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe

# Eucalyptus Grove Homeowners Association

## Board of Directors Meeting

September 12, 2013 (6PM)

### Minutes

(Subject to Board of Director's approval)

**Board President, Craig Nicholson**, called the meeting to order at 6:00 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

**Board members in attendance:** Joe Mora, and Jaime Escobedo (Mary Mason and Lisa Welch absent). Also in attendance: Ms. Hall (unit 351), Ms. Minder (unit 102), Bill Bold (Scribe), and James Nguyen (Bartlein and Company, Inc.)

Ms. Lange (unit 351) discussed the need to remove a **large tree branch** near her unit, general **tree trimming** and replacement of unit **address numbers** with the Board. Joe M. and Craig N. will meet with Action Tree Service to discuss trimming.

Ms. Minder (unit 102) requested the Association reimburse her for repair of the floor in her unit, due to **water damage** caused by a leaking common drain pipe. Board discussed the request and denied reimbursement.

**Meeting Minutes:** The **August Board Meeting minutes** (8/8/13) were **approved** as presented.

### Treasurer's Report:

	August 2013	YTD
Total Income	72,037.09	550,583.38
Operating Expenditures	25,270.32	211,374.32
Reserve Expenditures	7,890.43	445,041.43
Total Expenditures	33,160.75	656,415.75
Transfer to Reserve	(38,876.34)	(107,718.83)
Transfer from Reserve	0.00	215,610.00
Total in Savings	1,237,941.06	
Total Assets	1,262,898.94	

James N. reported Operating Expenses are approximately 15% below budget; also noted the Reserve expenditures were for ext painting and dry rot repair). The August Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported routine **landscape maintenance**, ant treatment on building's periphery, cobweb removal in carports and new tree planting.

### Old Business

Items addressed:

- **Dry rot repairs:** James N. reported Sea View Constr. will perform requested (missed) siding repairs starting on Sept. 16, 2013.
- **Exterior painting:** James N. reported on completion status of Affordable Painting's exterior painting project. Painters going back to areas that were missed.

- **Entry directory:** James N. updated the Board on the status of the new auto entry system search by Consolidated Overhead Door – none found, at this time, with will allow using the existing gate opening transmitters..
- **Privacy screens (owner repair):** Tabled for full Board review.
- **“Walk-through” List:** James N. reported owner-related exterior violations have now received notes requesting their action.
- **Asphalt repairs:** James N. reported repairs scheduled for Oct. 1 – 3, 2013, slurry-seal on Oct. 22, 24 and 29, 2013 (\$47,905), car wash area to be repaired on Sept. 25, 2013 (\$5,750). Board approved towing of vehicles left in the repair areas, obstructing work.

No other Old Business

## **New Business**

Items addressed:

- **Annual Review:** Board **approved** Annual Review, to be performed by Purdy & Co., CPA (\$1,450).
- **Lattice repair and pet waste issue (unit 213):** Board briefly discussed issues pertaining to unit 213 and will invite the unit owners to the October 2013 Board meeting for Internal Dispute Resolution (under Executive Session) to discuss resolution to these issues.

No other New Business

The meeting was **adjourned** at 7:00 pm.

The next Board meeting is scheduled for Thursday, October 10, 2013, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe

# Eucalyptus Grove Homeowners Association

## Board of Directors Meeting

### October 10, 2013

#### Minutes

(Subject to Board of Director's approval)

**Board President, Craig Nicholson**, called the meeting to order at 6:05 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

**Board members in attendance:** Joe Mora, and Jaime Escobedo, Mary Mason (Lisa Welch absent). Also in attendance: Mr. Rauch (unit 351), Bill Bold (Scribe), and James Nguyen (Bartlein and Company, Inc.)

Mr. Rauch (unit 351) discussed the status of the car wash area pad and proposed entry system kiosk.

**Meeting Minutes:** The **September Board Meeting minutes** (9/12/13) were **approved** as presented.

#### Treasurer's Report:

	September 2013	YTD
Total Income	65,470.00	616,053.38
Operating Expenditures	14,357.01	225,731.33
Reserve Expenditures	41,756.09	486,797.52
Total Expenditures	56,113.10	712,528.85
Transfer to Reserve	(9,356.90)	(117,075.73)
Transfer from Reserve	0.00	215,610.00
Total in Savings	1,247,507.89	
Total Assets	1,273,842.14	

James N. reported Operating Expenses are approximately 20% below budget; also noted the Reserve expenditures were applied to dry rot repairs. The September Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported routine **landscape maintenance**, ant treatment ("traps") now on all buildings' periphery, emergency tree removal at bldg. 7606, 7630 sump pump issue, and presented tree trimming/removal bid (Action Tree Care \$2,875 + \$1,150). Trees for trimming and removal will be tagged on Oct. 14. Bid **approved**. Bid for tree replacement (7634 and 7628; 5 + 3) presented (Enviroscaping \$920). Bid **approved** (Joe M. abstained). The Board requested a bid for converting bldg. 7630 to drip irrigation.

#### Old Business

Items addressed:

- **Dry rot repairs:** Board discussed status of current disputed invoices from Sea View Constr. James N. and Joe M. to meet with Antonio (Sea View Constr.) to review work accomplished and any changes in finished work.

- **Unit (address) numbers:** Board discussed number style and scope of replacement.
- **Asphalt repairs:** Board discussed status of project with James N., all on schedule, at this time.

No other Old Business

## **New Business**

Items addressed:

- **2014 Budget (draft):** Board discussed Budget draft, focusing on monthly fees and future expenditures, options, re-paving plan. Board **approved** 2014 budget, keeping monthly fees at current level (\$380/mon.) and increasing re-paving Reserve amount to \$300K for 2016.
- **Insurance:** James N. delivered insurance policies to the Board.

No other New Business

At this time, the Board adjourned to Executive Session.

The meeting was **adjourned** at 7:34 pm.

The next Board meeting is scheduled for Thursday, November 14, 2013, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe

# Eucalyptus Grove Homeowners Association

## Board of Directors Meeting

### November 14, 2013

#### Minutes

(Subject to Board of Director's approval)

**Board President, Craig Nicholson**, called the meeting to order at 6:00 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

**Board members in attendance:** Mary Mason, Joe Mora, Jaime Escobedo and Lisa Welch. Also in attendance: Bill Bold (Scribe), and James Nguyen (Bartlein & Company, Inc.)

**Meeting Minutes:** The **October Board Meeting minutes** (10/10/13) were **approved** as presented.

#### Treasurer's Report:

	October 2013	YTD
Total Income	67,581.84	683,635.22
Operating Expenditures	20,517.62	246,248.95
Reserve Expenditures	9,104.00	495,901.52
Total Expenditures	29,621.62	742,150.47
Transfer to Reserve	(37,960.22)	(155,035.95)
Transfer from Reserve	0.00	215,610.00
Total in Savings	1,285,687.04	
Total Assets	1,312,096.39	

James N. reported Operating Expenses are approximately 20+% below budget schedule; also noted the Reserve expenditures were applied to exterior painting, tree work and Jacuzzi re-circulation pump replacement. The October Treasurer's Report was unanimously **accepted** as presented.

Joe M. reported routine landscaping maintenance, minor irrigation issues resolved and the planting of "red gum" eucalyptus trees, where possible, to replace removed trees. Board **approved** tree treatment for January 2014 (SB Pest, \$2,680).

#### Old Business

Items addressed:

- **2014 Budget:** Board unanimously **approved** the revised 2014 budget draft, including changes to target amount for front gate entry system replacement.
- **Exterior painting:** James N. reported Affordable Painting is currently painting areas that were delayed or missed in the originally scheduled re-painting project. Board **approved** bid from Affordable Painting to repaint mailbox kiosks, trash enclosures, and other areas that Seaview may have missed (\$4,000).
- **Curb painting/placarding:** Board discussed bids for re-painting the curbs and applying "No Parking / Fire Lane" marking to curbs, where required. Board unanimously **approved** bid from Affordable Painting (\$2500).

No other Old Business

## **New Business**

Items addressed:

- **Citrix parking help:** Board discussed a thank you letter sent to Citrix for allowing Grove residents to make use of their parking lot during the Nov. 2013 slurry-seal project.
- **Insurance:** James N. delivered Grove insurance documents to the Board.

No other New Business

At this time, the Board convened in Executive Session.

The meeting was **adjourned** at 7:57 pm.

The next Board meeting is scheduled for Monday, Dec. 2, 2013, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe



# **Eucalyptus Grove Homeowners Association**

## **Board of Directors Meeting**

### **December 2, 2013**

#### **Minutes**

(Subject to Board of Director's approval)

**Board President, Craig Nicholson**, called the meeting to order at 6:00 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

**Board members in attendance:** Jaime Escobedo, Joe Mora, and Lisa Welch (Board Member Mary Mason absent). Also in attendance: Mr. Lafranchie (unit 213), Bill Bold (Scribe), and James Nguyen (Bartlein and Company, Inc.).

**Meeting Minutes:** The open **November Board Meeting minutes** (11/14/13) were **approved** with changes to the wording on the reporting of Exterior Painting (Old Business) as follows:

- **Defective Repair & Exterior painting:** James N. and several Board members reported on efforts to correct and repaint defective or incomplete repairs made by Seaview. Board **approved** bid from Affordable Painting to correct and repaint defective siding repairs at mailbox kiosks, trash enclosures, and other building areas that Seaview originally agreed to fix and paint at no cost to the Association (\$4,000).

. (Executive Session minutes approval tabled)

#### **Treasurer's Report:**

	<b>November 2013</b>	<b>YTD</b>
Total Income	67,020.00	750,655.22
Operating Expenditures	87,052.08	333,301.03
Reserve Expenditures	66,725.35	562,626.87
Total Expenditures	153,777.43	895,927.90
Transfer to Reserve	(13,242.57)	(168,278.52)
Transfer from Reserve	100,000.00	315,610.00
Total in Savings	1,199,108.59	

James N. reported Operating Expenses are approximately 11% below budget schedule; also noted the Reserve expenditures were applied to the slurry-seal project and repairs required in preparation for exterior painting. The November Treasurer's Report was unanimously **accepted** as presented.

Joe M. reported routine landscape maintenance, irrigation and fertilization, and eight new trees were planted

## Old Business

Items addressed:

- **Curb painting/placarding:** Board discussed curb re-painting and re-stenciling; Joe M. will coordinate this project with Affordable Painting.

No other Old Business

## New Business

Items addressed:

- **2014 Annual Meeting:** James N. reiterated the Annual Homeowners Assn. Meeting would be held at the Goleta Valley Community Center on Thurs. Jan. 9, 2014, at 6 pm. Board terms for Jaime Escobedo, Craig Nicholson and Lisa Welch will expire in Jan., 2014.
- Recording liens: The Board **approved** filing liens on units 265 and 328 for outstanding Association monthly dues.

No other New Business

At this time, the Board convened in Executive Session contractor dispute.

The meeting was **adjourned** at 6:58 pm.

The next Board meeting is scheduled for Thursday, Jan. 9, 2014, 6:00 pm (after the Annual Meeting), at the Goleta Valley Community Center, 5679 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe