

Eucalyptus Grove Homeowners Association

Annual Membership Meeting

January 10, 2008

Minutes

(Subject to Membership's Approval)

The meeting was held in Room 6 of the Goleta Valley Community Center, 5679 Hollister Ave., Goleta, CA.

Board President, Todd Matson, called the meeting to order at 6:06 pm.

Board Members present:

Cathy Leyva

Craig Nicholson

Arthur Nunez

(Board Member Marco Innocenti absent)

Also in attendance:

Bob Bartlein, James Nguyen--Bartlein and Company, Inc.

Bill Bold--Scribe

Roll Call

A total of 58 units were represented in person or by proxy.

A quorum was not achieved.

The Association members present unanimously elected to proceed, with this "unofficial" meeting. The adjourned meeting is rescheduled for Thursday, February 7, at 6:30PM, to be held in the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA, at which time the Board, with its proxies, will ratify any actions taken at this evening's "unofficial" meeting.

Proof of Notice

All owners of record were sent Notice of Meeting on December 3, 2007.

Prior Meeting Minutes

The members present approved the minutes from last year's Annual Meeting.

Officer's Reports

The **Treasurer's Report** was read, with the following year-end totals:

Total Revenue	\$746,471.08
Operating Expenses	403,920.56
Res. Expenditures	378,505.22
Funds in Reserve	225,251.62

As of 12/31/07, the Association Reserve is 17.4% fully funded.

The Treasurer's Report was accepted as presented.

Board President, Todd Matson, introduced the Board.

Election of Board

The term of three Board Members will expire at the end of 2007.

Board Members Todd Matson, Cathy Leyva and Arthur Munoz acknowledged their two-year term on the Board had now concluded.

The following Association members were **nominated** to serve a two-year term on the Board:

Todd Matson

Arthur Munoz

Laura Foster

(Cathy Leyva was nominated but declined the nomination)

Nominations were closed and the requirement for secret ballots, as required by the California Civil Code was unanimously waived. The three-member slate was elected unanimously.

Old Business

No issues were addressed.

New Business

The members present unanimously approved the “**Excess Funds Resolution**” and **ratified** the Board's actions taken in 2007.

The membership officially thanked the Board Members for their dedication and hard work volunteered to the Association.

Topics of Discussion included:

- Estimated timetable of deck repairs to completion.
- Dealing with “non-complying” neighbors (Rental Agreements, Homeowner By-law compliance, percentage of votes required to amend CC&R's/By-laws).
- Eliminating/preventing rodents in the walls, floor space between units (consider routine pest control maintenance).

Adjournment

The **2008 Annual Meeting** was adjourned at 7:08 pm.

Submitted by Bill Bold

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

January 10, 2008

Minutes

(Subject to Board of Director's approval)

Board President, Todd Matson, called the meeting to order at 7:13 pm. The meeting was held in the Goleta Valley Community Center, Rm. 6, 5679 Hollister Ave., Goleta, CA.

Also in attendance were:

Cathy Leyva, Arthur Munoz, Craig Nicholson (Board Member Marco Innocenti absent), Ms. Mautone (unit 103), Mr. and Mrs. Janigan (unit 306), Laura Foster (unit #249), James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).

Old Business

The Board discussed:

- The Board unanimously agreed to accept the settlement offer of \$103,891.82 on the siding restitution claim from Forestex;
- Foreclosure on unit 206; the Board approved recording a lien on unit 206; per the Janigan's, unit is vacant;
- James N. received 2007 Treasurer packets to submit to CPA for audit & tax returns.

New Business

Items addressed:

- James N. distributed the "Statement of Information" from Bartlein and Company, Inc. to the Board;
- Items for the February Board of Directors Meeting:
 - Option of turning off heat to the pool;
 - Lowering the number for a quorum at the Annual Meeting;
 - Pest Control.
- Scheduling the Adjourned Annual Meeting and the Board of Directors Monthly Meeting for 6:30 pm, on 2/7/08, at the Meeting Room of Bldg 7610.
- No other Old Business.

(At this time, the Board adjourned to **Executive Session**)

The January meeting was **adjourned** at 7:36 pm.

The next Board meeting is scheduled for **6:30 pm., Thursday, February 7, 2008**, at the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA. Monthly Board meetings are normally held in the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA, unless otherwise announced.

Submitted by Bill Bold, scribe

Eucalyptus Grove Homeowners Adjourned Annual Meeting February 7, 2008 Minutes

(Subject to Homeowner's approval)

Board President, Todd Matson, called the meeting to order at 6:31 pm. The meeting was held in the Meeting Room at the Grove, 7610 Hollister Ave., Goleta.

Board Members present:

Marco Innocenti
Cathy Leyva
Craig Nicholson
(Arthur Nunez absent)

Also in attendance:

Mr. Walter (unit 353), Mr. Byers (unit 244), James Nguyen—Bartlein & Co., Inc., &
Bill Bold--Scribe

Roll Call

A total of 58 units were represented in person or by proxy constituting a quorum.

Proof of Notice

All owners of record were sent Notice of Meeting on January 16, 2008 and Feb. 1, 2008.

Old Business

The Board, with its proxies, ratified the actions taken at the Jan. 10, 2008 Annual meeting.

Adjournment

The meeting was adjourned at 6:32PM.

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

February 7, 2008

Minutes

(Subject to Board of Director's approval)

Board President, Todd Matson, called the meeting to order at 6:33 pm. The meeting was held in the Meeting Room at the Grove, 7610 Hollister Ave., Goleta, CA.

Also in attendance were:

Laura Foster, Marco Innocenti, Arthur Munoz, Craig Nicholson (all Board Members present), Mr. Byers (unit 244), Ruth Gross (unit 332), Cathy Leyva (unit 369), Mr. Walter (unit 353), James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).

Election of Officers

The following officers were elected:

President – Todd Matson

Vice President – Craig Nicholson

Treasurer (and 2nd V.P.) – Arthur Munoz

Secretary (and 2nd V.P.) – Marco Innocenti

Member-at-Large (and 2nd V.P.) – Laura Foster

Via correspondence:

- Ms. Jasso (unit 328) suggested the Board consider a salary increase for Bill Bold for the various tasks he performs for the Association. James N. recommended the Board addresses this issue in Executive session.

Requests by Homeowners in attendance: Ms. Leyva (unit 369) discussed **parking issues** with the Board (she was given authority to call and sign for towing); Mr. Walter (353) discussed the **Grove website** and offered his assistance; Todd M and Laura F. to discuss further with Mr. Walter; Mr. Byers requested handicap parking space in Phase 1, commented on landscaping near parking spaces and concrete work..

Meeting Minutes: The December 13, 2007 and January 10, 2008 **Board Meeting minutes** were reviewed and **approved** as presented.

February Treasurer's Report:

		YTD
Total Income	\$67,885.00	\$67,885.00
Operating Expenses	27,502.26	27,502.26
Reserve Expenditures	0	0
Total Expenditures	27,502.26	27,502.26
Total in Savings	\$261,334.19	

James N. reported Operating Expenses are approximately 2% below budget allocation.

The **February** Treasurer's Report was unanimously **accepted** as presented. Association received a check of \$103,891.83 from Forestex on 2/1/08 as part of the settlement. As an "Emergency Issue" due to keeping account within the insurance limit, the Board approved opening a CDARS for \$50K for 6 months and \$100K for 12 months at Community West Bank.

Committee Reports: Ms. Leyva volunteered to continue her work as Landscaping Mgr., with Ms Gross also volunteering to help this committee. Ms Gross reported a pool heater problem to the Board.

Old Business

The Board discussed:

- On-going dry rot repairs; some trim work done at 7620 #219;
- New parking signs: additional signs on hold – sample sign deteriorating;
- Concrete repairs and bids;
- Pool deck repair: James N. to seek 2 new bids for deck replacement (or repair);
- Trash area signs: guideline notes to continue in Newsletter;
- Bldg 7624 to be fumigated after rainy season;
- No other New Business.

New Business

Items addressed:

- Exercise Room: Extend open hours? (No) Replace hand weights? Marco I. to procure, Board allocated \$200;
- Cutting back pool heat in winter (No);
- Rodent control tips to be published in Newsletter;
- Brief discussion of possibly amending the By-laws to lower the quorum for annual meetings; no decision taken;
- Board approved liens on units 121 and 124 (failure to pay Assn dues > \$1000);
- Todd M. reported on a variety of issues discussed at the South Coast HOA meeting; recommended lien level at \$1,000 and foreclosure at \$1,800
- Recapping large tree fall near bldg. 7626 during 1/24/08 storm;
- “Corporate Resolution” for managing CDARS (tabled);
- “Emergency Issue”: Annual bonus to Jose Soto from Progressive Care; tabled;
- “Emergency Issue”: Amended towing agreement signed with Smitty’s Towing; calls only – no parking lot “sweeps” (Approved);
- Correspondence file for 2007 given to Association
- No other Old Business.

(At this time, the Board adjourned to **Executive Session**)

The February meeting was **adjourned** at 8:34 pm.

The next Board meeting is scheduled for **6:30 pm., Thursday, March 13, 2008**, at the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA. Monthly Board meetings are normally held in the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA, unless otherwise announced.

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

March 13, 2008

Minutes

(Subject to Board of Director's approval)

Board President, Todd Matson, called the meeting to order at 6:30 pm. The meeting was held in the Meeting Room at the Grove, 7610 Hollister Ave., Goleta, CA.

Also in attendance were:

Laura Foster, Marco Innocenti, Arthur Munoz, Craig Nicholson (all Board Members present), Mr. Jackson (unit 115), Ms. Rauch (unit 351), Mr. Walter (unit 353), James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).

Requests by Homeowners in attendance: Ms. Rauch (unit 351) discussed covered parking **lattice repair** and a **bonus** for the gardener (Jose).

Meeting Minutes: The Adjourned Annual Meeting (2/7/08) and the February 7, 2008 **Board Meeting minutes** were reviewed and **approved** as presented.

Treasurer's Report:	FEBRUARY	YTD
Total Income	\$168,667.33	\$236,552.33
Operating Expenses	29,859.47	57,361.73
Reserve Expenditures	14,078.62	14,078.62
Total Expenditures	43,938.09	71,440.35
Transfer to Reserve	124,729.24	165,111.98
Total in Savings	\$386,862.87	

James N. reported Operating Expenses are approximately 4% below budget allocation. The check from Forestex for \$103,931.83 was received and deposited.

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

James N. presented the Board with originals of the **Earthquake Insurance Policy**.

Committee Reports: Todd M. and Nathan W. (unit 353) presented an update and discussed with the Board the new **website**. Work in progress.

The Board discussed several **Landscaping** issues: landscape restoration at rear of 7628; tree trimming at 7620; large branch removals at 7620 and 7632.

Old Business

The Board discussed:

- **Dry rot** repairs; Approved return to work on repairs by Sea View Construction; will do 1 project at a time.;
- Corporate Resolution for Bartlein & Company, Inc. to open and renew **CDAR's**, Approved;
- New parking signs: tabled;
- **Concrete repairs** and bids: discussion; Approved "trial" repair by Beachside Construction at sidewalk near pool gate
- **Pool deck repair:** Approved deck repair by Beachside Construction for \$9,260.;
- Bonus for Gardener: tabled;

- **Fumigation:** Bldg. 7624 in May – Approved;
- **Towing:** James N. distributed copies of the (new) contract with Smitty's Towing;

New Business

Items addressed:

- **Roof repair:** Approved repair chimney area at 7610 (unit 318) by H & H for \$1,050;
- **Sauna** interior re-paneling: Board to review;
- Pool patrol / monitor **sweeps:** Discussed, tabled;
- **“Grove Beautification Day”:** Proposed by Arthur M., Board discussed;
- As an “Emergency Issue” the Board discussed and approved recording a lien on unit 256 (\$1,400+ owed to the Assn. -- unpaid dues);

(At this time, the Board adjourned to **Executive Session**)

The March meeting was **adjourned** at 8:10 pm.

The next Board meeting is scheduled for **6:30 pm., Thursday, April 10, 2008**, at the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA. Monthly Board meetings are normally held in the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA, unless otherwise announced.

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

April 10, 2008

Minutes

(Subject to Board of Director's approval)

Board President, Todd Matson, called the meeting to order at 6:31 pm. The meeting was held in the Meeting Room at the Grove, 7610 Hollister Ave., Goleta, CA.

Also in attendance were:

Laura Foster, Marco Innocenti, Craig Nicholson (Board Member Arthur Munoz absent), James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).

Meeting Minutes: The **March Board Meeting minutes** (3/13/08) were reviewed and **approved** as presented.

Treasurer's Report:

	March '08	YTD
Total Income	\$73,176.05	\$309,728.38
Operating Expenses	24,475.04	81,836.77
Reserve Expenditures	0	14,078.62
Total Expenditures	24,475.04	95,915.39
Transfer to Reserve	47,872.01	212,983.99
Total in Savings	\$435,705.58	

James N. reported Operating Expenses are approximately 7% below budget allocation.

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

James N. reported two \$60,000 **CDARs**, one 12-month and one 3-month, were opened at Community West Bank, in accordance with the Corporate Resolution approved in the March BOD Meeting.

James N. presented the Board with CPA **audited financial statements**.

Landscape Report: Todd M. reported on a property walk-through with Ms. Leyva (Landscape Volunteer); the Board discussed trimming or removing a tree near building 7632.

Old Business

The Board discussed:

- **Dry rot repairs:** Sea View Construction started repair work on unit 357;
- **Parking policy:** Craig N. suggested posting the parking regulations on the Grove website; Todd M. to work with Craig N. on this issue;
- **Towing contract:** the Board reviewed, approved and signed the latest revision of the contract with Smitty's Towing;
- **Concrete repairs:** in progress with Beachside Construction, at sidewalk near pool gate; James N. to check status;
- **Pool deck repair:** bid for fiberglass resurface and replacing the copings for \$13,930 by Aqua Creations not accepted (Craig N.); Board approved up to \$15,000 for the pool project; to include the sanding and sealing of the copings, replacement

of concrete work around the pool deck; James will get bid for sanding & sealing the copings and Board authorized Todd M. to make final decision on repair option;

- **Bonus for Gardener:** discussed; tie vote on proposed Board action; tabled;
- **Sauna re-paneling:** bid from Sea View Constr. For \$2,955.22 to do wall replacement; Board requests bid from Beachside Constr.;

New Business

Items addressed:

- **(TV) Satellite dishes:** James to notify Homeowners at building 7606 that installed dishes not in compliance with HOA guidelines will be removed and Homeowners will be charged for the removal expense; to be done sometime in early May
- **Towing:** Board approved the towing of a white Isuzu pick up truck with expired registration in Phase 3 lot; vehicle has been tagged and notification has been put in the newsletter;
- **Carport redesign:** (Todd M.) discussed but no actions taken;
- **Abandoned bicycles:** removed at latest bike rack maintenance; final notice to be placed in Newsletter before donating to local agency;
- **Water meter identification:** GMWD to stencil unit numbers;
- **Pool area garbage can:** Approved, selected, James N. to order;
- As an "Emergency Issue" the Board discussed and approved **lien recording** for unit 124 (unpaid Assn. dues);
- **Items requested for May BOD Agenda:**
 - Exercise Room equipment (Marco I.),
 - Gardener's gift

(At this time, the Board adjourned to **Executive Session**)

The March meeting was **adjourned** at 7:56 pm.

The next Board meeting is scheduled for **6:30 pm., Thursday, May 8, 2008**, at the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA. Monthly Board meetings are held in the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA, unless otherwise announced.

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

May 8, 2008

Minutes

(Subject to Board of Director's approval)

Board President, Todd Matson, called the meeting to order at 6:34 pm. The meeting was held in the Meeting Room at the Grove, 7610 Hollister Ave., Goleta, CA.

Also in attendance were:

Marco Innocenti, Craig Nicholson, Arthur Munoz, James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe). Absent was Laura Foster.

Via correspondence, Ms. Green (unit 322) offered to **donate** (one or) two **figus trees** to the Association; Board Approved, accepted;

As an "Emergency" agenda item, the Board voted "No" on a request for a **handicap parking** space near unit 236 (bldg. 7628). Owner can have guest park in the assigned spot.

Meeting Minutes: The **April Board Meeting minutes** (4/10/08) were reviewed and **approved** as presented.

Treasurer's Report:

	April '08	YTD
Total Income	\$62,412.00	\$372,140.38
Operating Expenses	27,027.79	108,864.56
Reserve Expenditures	0	14,078.62
Total Expenditures	27,027.79	122,943.18
Transfer to Reserve	(35,384.21)	(248,368.20)
Total in Savings	\$472,119.93	

James N. reported Operating Expenses are approximately 10% below budget allocation. The **April** Treasurer's Report was unanimously **accepted** as presented.

James N. returned the **2007 Treasurer's packet** and **Siding Resolution folder** to the Board.

Landscape Report: Tree trimming and daisy planting were discussed. A proposal for tree trimming will be presented under New Business.

Old Business

As an Emergency Item, the Board discussed the recent **concrete repair** by Beachside Constr.; the Board asked for additional bidders on the remaining concrete repair work – at least one bid from a specializing concrete contractor; Craig N. was authorized by the Board to approve up to \$2000 for incoming bids and to provide 2 locations for sampling.

On the Agenda:

- **Dry rot** repairs: Status of current jobs being worked by Sea View Construction;
- **Parking:** Todd M. has ordered additional signs, to be delivered soon;

- **Pool deck repair:** The Board reviewed several bids and methods of repair; the Board **approved** the deck replacement (area surrounding the pool) by Beachside Constr. (\$9,260) and replacement of the coping and fiberglass sides by Aqua Creations (\$13,930) for a total of \$23,190;
- **Bonus for Gardener:** discussed; run Newsletter item asking for donations (for 2007); Arthur will do write up; people to send check to Bartlein & Company, Inc.;
- **Exercise Room:** the option of buying new equipment or repairing the existing;
- **Sauna re-paneling:** Board **approved** bid from Beachside Constr. (\$4,340);
- **Fumigation:** the Board approved using a locksmith for the opening any unit that has not responded for the May 20 – 22 fumigation;
- **Satellite dish:** Board **approved** removing remaining satellite dish on bldg. 7606, at the expense of the homeowner; one dish has already been removed;
- **Abandoned bicycles:** Board approved donating unclaimed bicycles to a charitable organization;
- **Assessment, Income, Expense, Budget, Mgmnt., Maintenance, Repairs:** Board to review Parking Policy.

New Business

Items addressed:

- **Jacuzzi heater:** Board ratified earlier approval (approved by email 4/24/08) to replace heater for \$3,800;
- **Tree trimming:** Board discussed bid from Progressive, Landscaping Mgr., C. Leyva, will review the bid details and report to the Board;
- **Items requested for June BOD Agenda:**
Parking Policy

(At this time, the Board adjourned to **Executive Session**)

The May meeting was **adjourned** at 8:27 pm.

The next Board meeting is scheduled for **6:30 pm., Thursday, June 12, 2008**, at the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA. Monthly Board meetings are held in the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA, unless otherwise announced.

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

June 12, 2008

Minutes

(Subject to Board of Director's approval)

Board President, Todd Matson, called the meeting to order at 6:34 pm. The meeting was held in the Meeting Room at the Grove, 7610 Hollister Ave., Goleta, CA.

Also in attendance were:

Laura Foster, Craig Nicholson, Arthur Munoz, (Board Member Marco Innocenti absent) Mr. Klaers (unit 272), Ms. Leyva (unit 369, Landscaping Mgr.) James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).

Via correspondence: Mr. Hughes (unit 236) resubmitted his request for a **handicap parking** space near unit 236 (bldg. 7628) for a guest; Board again denied the request, citing existing parking options available for guests.

Ms. Gardea (unit 104) requested the Board review **water damage** to her unit, possibly originating from outside sources; The Board approved locating and repairing any source identified. It requested Sea View Construction to investigate the situation (damage and possible sources) further and forward recommendations to the Board. Owner to be invited to attend the June Meeting.

Meeting Minutes: The **May Board Meeting minutes** (5/8/08) were reviewed and **approved** as presented.

Treasurer's Report:

	May '08	YTD
Total Income	\$71,760.00	\$443,900.38
Operating Expenses	26,208.74	135,073.30
Reserve Expenditures	27,580.59	41,659.21
Total Expenditures	53,789.33	176,732.51
Transfer to Reserve	(17,970.67)	(266,338.87)
Total in Savings	\$491,200.12	

James N. reported Operating Expenses are approximately 13% below budget allocation.

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

James N. notified the Board a CDARS account for \$30,000 (90-day) was opened at Community West Bank.

Old Business

The Board addressed:

- **Dry rot repairs:** Status of current jobs being worked by Sea View Construction; James N. reported the two dry rot repair cites (units 210/310 and 219/319) currently under repair are the last on the list of identified dry rot repairs. Possibly more out there.
- **Parking:** Todd M. has received two additional signs, Craig N. to specify location, James N. to order installation;

- **Pool deck repair:** At the request of several residents, the Board agreed to delay the start of the deck repairs and the resurfacing of the pool until 10/1/08. Board approved the replumbing by Perfect Pools for \$3,050 in conjunction of the deck repair; SB County Heath was notified and resurfacing delay approval was granted;
- **Sauna re-paneling:** James N. notified the Board of a delay on this project, citing lead time on materials; Board requested clarification on what repairs are included for the sauna door; Board approved door replacement, as required;
- **Assessment, Income, Expense, Budget, Mgmt., Maintenance, Repairs:**
 1. Board discussed **new website** proposal, Laura F. to contribute, Board approved Todd M. to make final decision on launch of new website;
 2. Board approved **anti-slip strip replacement** on footbridge; to only do the ones that are peeling;
 3. Board approved **sidewalk concrete repairs** for areas near the Exercise Room and building 7620 (unit 110) by Ramstrum Constr. for approximately \$800;
 4. Board to review **Parking Policy** and will discuss at next meeting (July);

New Business

Items addressed:

- **Tree trimming:** Based on her survey with the landscaper, Landscaping Mgr., Cathy L. recommended the Board proceed with the trimming project as bid by Progressive Landscaping for five days work at \$1200 per day; approved by Board.
- **Fumigation policy:** Todd M. will revisit his original draft and resubmit to the Board at the next meeting (July).

(At this time, the Board adjourned to **Executive Session**)

The June meeting was **adjourned** at 7:51 pm.

The next Board meeting is scheduled for **6:30 pm., Thursday, July 10, 2008**, at the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA. Monthly Board meetings are held in the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA, unless otherwise announced.

Submitted by

Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

July 10, 2008

Minutes

(Subject to Board of Director's approval)

Board President, Todd Matson, called the meeting to order at 6:33 pm. The meeting was held in the Meeting Room at the Grove, 7610 Hollister Ave., Goleta, CA.

Also in attendance were:

Laura Foster, Craig Nicholson, Arthur Munoz, (Board Member Marco Innocenti absent) Ms. Gardea and boyfriend Mario (unit 104), Ms. Leyva (unit 369, Landscaping Mgr.) James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).

Via correspondence: Mr. Byars (unit 244) forwarded **several requests** to Todd M., including: Tightened enforcement of pool rules; prohibit parking more than one car per unit in guest parking areas (Newsletter item to clarify); remove abandoned bicycles from bicycle parking area (complied with on a yearly basis); move the recycling cart at the front of building 7620.

In attendance, Ms. Gardea (unit 104) and her boyfriend, Mario, discussed at length, **water damage** to her unit with the Board. Items included: Stop work order by the City of Goleta on the current (water damage related) exterior repairs to the unit; City Building Inspector report on extent of damage and origin thereof; City directing Sea View Construction to replace/install flashing, as required; leak in the #104 bathroom resulting from a leak from another unit; Board designate Arthur M. to contact Dan McLaughlin (City Building Inspector) and/or Sea View Construction to discuss situation. Board actions / investigation currently on-going.

Meeting Minutes: The **June Board Meeting minutes** (6/12/08) were reviewed and **approved** as presented.

Treasurer's Report:

	June '08	YTD
Total Income	\$64,955.77	\$508,856.15
Operating Expenses	27,459.56	162,532.86
Reserve Expenditures	46,948.33	88,607.54
Total Expenditures	74,407.89	251,140.40
Transfer to Reserve	(20,547.88)	(286,886.75)
Transfer from Reserve	30,000.00	30,000.00
Total in Savings	\$482,874.66	

James N. reported Operating Expenses are approximately 15% below budget allocation.

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

James N. notified the Board a \$60,000 CDARS account (12 month) will reach maturity on July 10, 2008 and has been renewed at Community West Bank for 12 mos.

Landscaping: Ms. Leyva reported the following: landscaping excessively dry in pool area where water was turned off for plumbing repair; walkway raised near building 7610 (tree root); plants placed in Common area (unit 241); trimming project completed – authorized payment of \$6,000 to Progressive; donated ficus trees not recommended for Grove landscaping (per Progressive Care); Homeowner-donated monetary gift presented to Association gardener by Ms. Leyva.

Old Business

The Board addressed:

- **Pool deck repair:** The following pool facility repairs have been rescheduled for an Oct. 1, 2008 start date: plumbing repair, pool deck fiberglass resurface and deck section replacement;
- **Sauna re-paneling:** Re-paneling rescheduled for an Oct. 1, 2008 start date;
- **Fumigation policy:** Tabled until August '08 meeting (Todd M.).

New Business

Items addressed:

- **Pool Chemtrol system:** Replacement of failed unit to be discussed with Perfect Pools by Todd M. for clarification of items included in the \$3,600 bid; Board authorized Todd M. to make final approval;
- **Recording of lien:** Board unanimously declared this item an emergency since it was not originally on the agenda; approved lien filing for unit 256, re: excessive outstanding Association dues.

(At this time, the Board adjourned to **Executive Session**)

The June meeting was **adjourned** at 8:33 pm.

The next Board meeting is scheduled for **6:30 pm., Thursday, August 14, 2008**, at the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA. Monthly Board meetings are held in the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA, unless otherwise announced.

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

September 11, 2008

Minutes

(Subject to Board of Director's approval)

Board President, Todd Matson, called the meeting to order at 6:48 pm. The meeting was held in the Meeting Room at the Grove, 7610 Hollister Ave., Goleta, CA.

Also in attendance were:

Laura Foster, Craig Nicholson, (Board Members Arthur Munoz & Marco Innocenti absent) Ms. Lisa Gardea and friend Mario (unit 104); James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).

In attendance, Ms. Gardea (unit 104) and Mario, discussed the repair and clean up of **water damage** to her unit with the Board. Items included: Communication between the Board and the unit owner on the scope and status of repairs to the unit and assessment of responsibility for same; status of mold abatement on unit exterior; landscaping sprinkler location in relation to building; exterior water leak at unit 209. Todd M. volunteered to be the contact between the Board and unit owner; the Board will investigate the source and pursue correction of the exterior leak at unit 209, as required; further Board actions currently awaiting the final report on the situation from the City of Goleta.

Meeting Minutes: The **August Board Meeting minutes** (8/14/08) were reviewed and **approved** as presented.

Treasurer's Report:

	August '08	YTD
Total Income	\$69,879.89	\$646,441.04
Operating Expenses	20,213.99	204,955.01
Reserve Expenditures	19,190.25	123,736.87
Total Expenditures	39,404.24	328,691.88
Transfer to Reserve	(30,475.65)	(346,920.16)
Transfer from Reserve	0	30,000.00
Total in Savings	\$545,409.58	

James N. reported Operating Expenses are approximately 23% below budget allocation and notified the Board that the CDARS account at National City Bank had matured and was renewed for 12 months with \$10,000 added to the account. The **August** Treasurer's Report was unanimously **accepted** as presented.

Old Business

The Board addressed:

- **Concrete swale at end of building 7606 by #104:** Issue tabled while advice on this addition is obtained from the City of Goleta;
- **Pool repairs:** Having received additional information on concrete surfacing, Todd M. agreed to discuss the plan with the Perfect Pools, possibly revising or

renegotiating the contract; the Board approved Todd M. making the final decision following the discussions;

- **Concrete repairs:** bid for repairing the (tree root) lifted sidewalk section at building 7610 from Qualified Concrete (\$1,332) approved by the Board; Todd M. and Craig N. to survey the Grove for required sidewalk concrete repairs;
- **Miscellaneous maintenance items:** Board approved removal of deteriorated anti-skid strips on foot bridge; location of pool pump room key sought; Board to follow-up on future repair projects, seeking Homeowners comments / input on the repairs and process;
- **Policy for fumigation:** no further action taken.

New Business

Items addressed:

- **Sump pump repair (unit 119):** Board approved bid from Sea View Constr. for refurbishment of existing system for \$684.58;
- **Wrought iron railing repaint:** the Board agreed to defer this project for 6 months, citing general condition of railings;
- **Path pagoda lighting at rear of bldg. 7628:** tabled until October meeting;
- **Annual financial review/audit:** the Board approved an audit to be performed by Purdy and Co., CPA, for \$1,400;
- **Fidelity insurance policy:** James N. delivered the policy to the Board.

(At this time, the Board adjourned to **Executive Session**)

The August meeting was **adjourned** at 8:22 pm.

The next Board meeting is scheduled for **6:30 pm., Thursday, October 9, 2008**, at the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA. Monthly Board meetings are held in the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA, unless otherwise announced.

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

October 9, 2008

Minutes

(Subject to Board of Director's approval)

Board President, Todd Matson, called the meeting to order at 6:31 pm. The meeting was held in the Meeting Room at the Grove, 7610 Hollister Ave., Goleta, CA.

Also in attendance were:

Laura Foster, Craig Nicholson, Marco Innocenti (Board Member Arthur Munoz was absent), Mr. Rodriguez (unit 118), Cathy Leyva (unit 369, Landscaping Chairperson), James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).

In attendance, Mr. Rodriguez (unit 118) requested the Homeowner's Assn. reimburse him for carpet damage due to a plumbing leak in an adjoining unit and requested the Association install pagoda lights on the path behind building 7628, between the existing sidewalks; The Board declined reimbursement for carpet cleaning citing homeowner responsibility for interior unit damage; bids will be sought for pathway lighting.

Meeting Minutes: The **September Board Meeting minutes** (9/11/08) were reviewed and **approved** as presented.

Treasurer's Report:

	September '08	YTD
Total Income	\$67,027.67	\$713,468.71
Operating Expenses	30,032.42	234,987.43
Reserve Expenditures	6,359.95	130,096.82
Total Expenditures	36,392.37	365,084.25
Transfer to Reserve	(30,635.30)	(377,555.46)
Transfer from Reserve	0	30,000.00
Total in Savings	\$577,472.09	

James N. reported Operating Expenses are approximately 25% below budget allocation. The **September** Treasurer's Report was unanimously **accepted** as presented. The Board signed the updated **CDARS Corporate Resolution** authorizing Bartlein & Company, Inc. to deal with CDARS.

Cathy Leyva reported several issues to the Board concerning Landscaping, including: request to purchase bark for Progressive (Approved); Phase III tree trimming required in 6 months (CL to get bid); cleaning the recycling bins (exterior); new water controller installed; plants in the Common area, building 7630; cement walkway separating from pool house (rear of building); condition of unit numbers on the buildings; sidewalk raised at unit 224.

Old Business

The Board addressed:

- #104 moisture in unit: no further action taken at this time;

- **Pool repairs:** a split drain and more plumbing work is now required for an extra \$5,500; a new bid (\$19,430.00) was approved by the Board to complete the project;
- **Concrete repairs:** the Board discussed the various sidewalk repairs required and the status of repair at building 7610 (bid \$1,332, by Qualified Concrete, was apparently complete);

New Business

Items addressed:

- **2009 Budget:** the Board discussed at length the draft 2009 Budget and adjusted certain line item numbers; will be discussed again at the November Meeting;
- **Path pagoda lighting at rear of bldg. 7628:** the Board asked James N. to seek bids to install 3 or 4 pagoda light fixtures;
- **Information Boards at mailbox enclosures:** the Board agreed to continue to use the boards for informational purposes;
- **Insurance policies:** James N. delivered the Master and Umbrella policies to the Board;
- **2009 Annual Meeting:** the Board approved the meeting being held at the Goleta Valley Community Center, on Jan. 8, 2009 at 6:30 pm. Also approved was the mailing of stamped, self-addressed envelopes the homeowners for proxy return;
- **Liens:** the Board declared unanimously an emergency resolution. Board also unanimously approved filing liens on the following units for outstanding monthly Association dues balances (over \$1000): units 111, 124, 209, 213, 231, 250, and 260.

(At this time, the Board adjourned to **Executive Session**)

The meeting was **adjourned** at 8:40 pm.

The next Board meeting is scheduled for **6:30 pm., Thursday, November 13, 2008**, at the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA. Monthly Board meetings are held in the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA, unless otherwise announced.

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

November 13, 2008

Minutes

(Subject to Board of Director's approval)

Board President, Todd Matson, called the meeting to order at 6:36 pm. The meeting was held in the Meeting Room at the Grove, 7610 Hollister Ave., Goleta, CA.

Also in attendance were:

Marco Innocenti,

Arthur Munoz,

(Board Members Laura Foster and Craig Nicholson were absent),

James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).

Meeting Minutes: The **October Board Meeting minutes** (10/9/08) were reviewed and **approved** as presented.

Treasurer's Report:

	October '08	YTD
Total Income	\$67,479.00	\$780,947.71
Operating Expenses	29,041.18	264,028.61
Reserve Expenditures	28,268.06	158,364.88
Total Expenditures	57,309.24	422,364.88
Transfer to Reserve	(10,169.76)	(387,725.22)
Transfer from Reserve	0	30,000.00
Total in Savings	\$589,110.16	

James N. reported Operating Expenses are approximately 27% below budget allocation. The **October** Treasurer's Report was unanimously **accepted** as presented. The Board ratified the updated **CDARS Corporate Resolution** authorizing Bartlein & Company, Inc. to manage the Association's CDARS accounts.

Landscaping: the Board discussed and tabled action on the bid from Progressive for landscaping wood chips.

Old Business

The Board addressed:

- **2009 Budget** (draft): Approved by the Board after revisions to the list of Major Repairs & Replacement; monthly Association dues to remain at 2008 level;
- **Moisture damage** (unit 104): flashing completed, decision on concrete swale installation held pending the City of Goleta final report on damage / required repairs and (unit 104) Homeowner's comment;
- **Pool repairs:** pool refill may be possible by Thanksgiving;
- **2009 Annual Meeting:** James N. verified Jan. 8, 2009, 6:30 pm, at the Goleta Valley Community Center as final time and place for the Annual Meeting;

- **7628 path lighting:** the Board approved a bid from Mershon (\$1,125) for installation of four lights along the creek side path.

New Business

Items addressed:

- **Pressure regulators (leaking):** the Board agreed on a policy of notifying the responsible Homeowner of the leak, and allowing one week for the Homeowner to fix the regulator; if the regulator is not repaired by the end of the week, the Association will contract with a plumber to fix the leak and bill the Homeowner;
- **Roof maintenance:** the Board approved a bid from H & H Roofing (\$3,989) for one-time general inspection and maintenance on all buildings;
- **Liens:** the Board approved recording a lien on unit 215 for fees in arrears;
- **Items for the December Board of Directors meeting agenda:** Pool furniture replacement / upgrade.

(At this time, the Board adjourned to **Executive Session**)

The November meeting was **adjourned** at 7:10 pm.

The next Board meeting is scheduled for **6:30 pm., Thursday, December 11, 2008**, at the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA. Monthly Board meetings are held in the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA, unless otherwise announced.

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

December 11, 2008

Minutes

(Subject to Board of Director's approval)

Board President, Todd Matson, called the meeting to order at 6:33 pm. The meeting was held in the Meeting Room at the Grove, 7610 Hollister Ave., Goleta, CA.

Also in attendance were:

Laura Foster,
Marco Innocenti,
Arthur Munoz,
Craig Nicholson,
James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).
Bill Burke, owner of #229

Request by Owners: Bill Burke of #229 inquired of a handicapped parking space closer to his unit. Board members will review.

Meeting Minutes: The **November Board Meeting minutes** (11/13/08) were reviewed and **approved** as presented.

Treasurer's Report:

	November '08	YTD
Total Income	\$68,318.25	\$849,265.96
Operating Expenses	79,113.66	343,142.27
Reserve Expenditures	6,450.00	164,814.88
Total Expenditures	85,563.66	507,957.15
Transfer to Reserve	(12,754.59)	(400,479.81)
Transfer from Reserve	30,000.00	60,000.00
Total in Savings	\$573,203.75	

James N. reported Operating Expenses are approximately 18% below budget allocation. The **November** Treasurer's Report was unanimously **accepted** as presented.

Landscaping: the Board tabled action on the bid from Progressive for landscaping wood chips pending Ms. Leyva's attendance at the next Board Meeting.

Old Business

The Board addressed:

- **Moisture damage** (unit 104): decision on concrete swale installation held pending the City of Goleta final report on damage / required repairs, two bids received for construction of the swale;
- **Pool repairs:** pool and pool deck repairs have been completed and approved by EHS; sauna re-paneling is now complete; pursuant to the Pool Safety Act, a new type of drain is required for the Jacuzzi, the Board authorized Arthur M. to make the final decision on the drain installation after receiving additional information from

Perfect Pools, until the drain is installed, the Jacuzzi will be closed, caution tape and traffic cones blocking access to the Jacuzzi; Todd M. will inspect the pool and sauna repairs before authorizing the final (repairs) payment;

- **7628 path lighting:** James N. reported the four lights along the creek side path are now installed;
- **2009 Annual Meeting:** James N. verified Jan. 8, 2009, 6:30 pm, at the Goleta Valley Community Center as final time and place for the Annual Meeting;

New Business

Items addressed:

- **Fire code:** the Board discussed the details of the Fire Code with respect to barbeque grills and open flame cooking devices used on patios and balconies at the Grove. A newsletter item will be posted on this subject;
- **Christmas tree recycling:** the Board approved placing a dumpster in the Phase III parking lot for Christmas tree collection;
- **Exercise equipment use:** the Board discussed establishing time limits on use of popular equipment in the Exercise Room. No action taken at this time;
- **Gardener bonus:** the Board discussed the annual Homeowner-contributed bonus for the gardener. An item will be posted in the January newsletter on this subject.

(At this time, the Board adjourned to **Executive Session**)

The meeting was **adjourned** at 7:20 pm.

The next Board meeting is scheduled for **Thursday, January 8, 2009, immediately following the 2009 Annual Homeowner's Meeting** at the Goleta Valley Community Center, 5679 Hollister Ave., Goleta, CA. Monthly Board meetings are held in the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA, unless otherwise announced.

Submitted by Bill Bold, Scribe