

Eucalyptus Grove Homeowners Association Annual Membership Meeting

January 8, 2009

Minutes

(Subject to Homeowner's Approval)

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

Board President, Todd Matson, called the meeting to order at 6:35 pm.

Board Members present:

Laura Foster
Craig Nicholson
Arthur Nunez

Marco Innocenti

Also in attendance:

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

Bill Bold--Scribe

Roll Call

A total of 85 units were represented in person or by proxy.

A quorum was not achieved since 90 was needed..

The Association members present elected to proceed, with this "unofficial" meeting.

The adjourned meeting is rescheduled for Thursday, February 5, 2009, at 6:30 pm, 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 meeting.

Proof of Notice

All owners of record were sent Notice of Meeting on December 2, 2008.

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 | \$936,422.18 |
| Operating Expenses | 371,567.51 |
| Res. Expenditures | 186,776.66 |
| Total Expenditures | 557,515.17 |
| Reserve Total | \$603,329.63 |

As of 12/31/08, the Association Reserve is 42.2% fully funded.

The Treasurer's Report was accepted as presented.

Board President, Todd Matson, introduced members of the Board.

Election of Board

The term of two Board Members expires at this meeting.

Board Members Marco Innocenti and Craig Nicholson acknowledged their two-year term on the Board has now concluded.

The following Association members were **nominated** to serve a two-year term on the Board: Craig Nicholson & Nathan Walter

(Jon Jackson was nominated but declined the nomination)

It was moved to close the nominations, unanimously elect the slate, and to waive the secret balloting required by the CA civil code. Seconded. Unanimously approved and elected.

Old Business

No issues were addressed.

New Business

The members present unanimously approved the "**Excess Funds Resolution**".

The membership unanimously and officially thanked the Board Members for their dedication and hard work and ratified their actions taken this past year on behalf of the Association..

Topics of Discussion included:

- Earthquake Insurance and relation to Fire and Homeowner's Insurance;
- Water pressure regulator maintenance/replacement;
- Projected maintenance/repair projects for 2009;
- Roof maintenance and repair;
- Gutter damage;
- Annual Gift to Gardener.

Adjournment

The **2009 Annual Meeting** was adjourned at 7:17 pm.

By Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

January 8, 2009

Minutes

(Subject to Board of Director's approval)

Board President, Todd Matson, called the meeting to order at 7:19 pm. The meeting, preceded by the Annual Meeting, was held in Room 6, Goleta Valley Community Center, 5679 Hollister Ave., Goleta, CA.

Also in attendance were:

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

Election of Officers

The Board collectively nominated and unanimously agreed on the following Board officer positions for 2009:

- President, Todd Matson
- Vice-president, Craig Nicholson
- Secretary, Laura Foster
- Treasurer, Arthur Munoz
- Member-at-Large, Nathan Walter

New Business

- James N. submitted the "Statement of Information" to the Board;
- James N. presented two copies of The Condominium Blue Book to the Board.

The meeting was **adjourned** at 7:26 pm.

The next Board meeting is scheduled for **Thursday, February 5, 2009**, at the Association 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

February 5, 2009

Minutes

(Subject to Board of Director's approval)

• ADJOURNED MEETING:

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:

Craig Nicholson,

Nathan Walter, (absent were Laura Foster and Arthur Munoz, III)

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

Proof of Meeting Notice: James N. reported Homeowners were notified Jan. 15, 2009.

Ratification of prior Annual Meeting Actions: The Board ratified all actions taken at the Jan. 8, 2009, Annual Homeowners Meeting (with 85 Proxies held by the Board).

The **Adjourned 2009 Annual Meeting** was adjourned at 6:35.

• FEBRUARY BOARD OF DIRECTORS MEETING:

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:

Laura Foster,

Craig Nicholson,

Nathan Walter, (absent was Board Member Arthur Munoz III),

Ms. Lisa Jasso (unit 111), Mr. Brent Klement (unit 371), James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).

Ms. Jasso discussed a **plumbing leak** emanating from unit 219 that has caused damage to her unit (111). The Board discussed Ms. Jasso's action options and outlined the Board's limited role in such a case. Board will have SeaView check the floor joists.

Mr. Klement informed the Board of a **rodent problem** he is experiencing in the area of his unit's dishwasher; Board suggested to set traps and plug interior holes. Association will have a pest control co. walk around the building and plug up any holes.

Mr. Ashby (unit 114) – via correspondence, suggested painting the curb red in a narrow section of pavement next to an assigned parking space to prohibit **motorcycles** from **parking** in this strip, which, when parked there, block access to cars in the assigned space. The Board approved painting the curb red.

Meeting Minutes: The **January Board Meeting minutes** (1/8/09) were reviewed and **approved** as presented.

Treasurer's Report:

| | January '09 | YTD |
|---------------------|--------------|-------------|
| Total Income | \$64,895.00 | \$64,895.00 |
| Operating Expenses | 24,247.64 | 24,247.64 |
| Transfer to Reserve | (40,647.59) | (40,647.59) |
| Total in Savings | \$640,310.83 | |

James N. reported Operating Expenses are approximately 3% below budget allocation. The Board members signed 2009 bank signature cards and approved adding Bob Bartlein to the signature card. James N. noted the Money Market acct is at \$190,310.83. The **January** Treasurer's Report was unanimously **accepted** as presented.

Old Business

The Board addressed:

- **Dry rot repairs:** the Board approved beginning work on units 239/339, 342/343, 214, 313 and 206 as weather and manpower permit with Sea View Construction;
- **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;
- **Gardener's Year-end gift:** Craig N. to present the Gardener with \$455.00 collected from Homeowners.

No other Old Business

New Business

Items addressed:

- **Phase I parking:** Todd M. relayed the message from homeowners to the Board that parking violations have increased in Phase I. The Board agreed to be more vigilant in parking enforcement in Phase I;
- **Grove HOA '08 Correspondence File and Earthquake Policy:** James N. delivered the cited files to the Board;
- **Agenda item for March:** Handicap parking space in Phase II (near the pool).

No other New Business

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

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

The next Board meeting is scheduled for **Thursday, March 12, 2009**. 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

March 12, 2009

Minutes

(Subject to Board of Director's approval)

Board President, Todd Matson, called the meeting to order at 6:32 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,

Nathan Walter, (Board Member Arthur Munoz absent),

Ms. Hartestein (prospective buyer of unit 337), Ms. Leyva (unit 369) Dr. Zuk (unit 219),

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

Dr. Zuk (219) discussed a **plumbing leak** that has caused damage to unit 111; Dr. Zuk seeking to verify which unit(s) are located directly below his unit (219). The Board will follow up.

The Board again discussed **motorcycle/car parking** issue at the assigned parking space 114 and the installation of a car lot bumper as a possible solution; this item will be placed on next month's Board meeting agenda.

Meeting Minutes: The **February Board Meeting minutes** (2/5/09) were reviewed and **approved** as presented.

Landscaping: Ms. Leyva (369) reported the following: tree trimming in Phase 3 can be postponed 6 months; removal of dead trees in 7634/7640 creek area (will request quote from Progressive); 7602/7610 select tree removal may be required; laying out bark in landscaping areas; Geranium planting areas; a water leak at bldg. 7638 on one of the lines going into the building. The Board thanked Ms. Leyva for the report and will discuss again, as required.

Treasurer's Report:

| | February '09 | YTD |
|---------------------|--------------|--------------|
| Total Income | \$66,466.61 | \$131,361.61 |
| Operating Expenses | 27,894.75 | 52,142.39 |
| Transfer to Reserve | (35,102.86) | (75,750.22) |
| Total in Savings | \$676,643.32 | |

James N. reported Operating Expenses are approximately 5% below budget allocation. James N. distributed copies of the Audited Financial Statement and the Assn. Tax Return to the Board members.

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

Old Business

The Board addressed:

- **Dry rot repairs:** the Board reviewed the status of the work scheduled for units 239 (currently in-progress), 339, 342/343, 214, 313 and 206.
- **Sidewalk repair:** bid from Qualified Concrete; Todd M. will survey the development for required repairs.
- **Water leak involving unit 111:** James N. and Todd M. inspected the damage (to unit 111) with the plumber; Todd M. will verify adjacent units' location (as noted above in the discussion with Dr. Zuk).
- **Electrical wiring/cable replacement** (interior): discussion of the Board's role/responsibility on the issue.

No other Old Business

New Business

Items addressed:

- **Roof repair:** (the Board approved addressing this issue as an Emergency Item) 7624: re-shingle, approx. \$8000 with H&H Roofing (Approved); 7628: awaiting second quote for re-roofing (H&H), Board approved/authorized Todd M. to make final decision when quotes are received.
- **Liens:** (Emergency Item) Board unanimously declared as an emergency and unanimously approved filing liens on the following units for non-payment of Assn. monthly fees: 121, 124 and 213.

No other New Business

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

The meeting was **adjourned**.

The next Board meeting is scheduled for **Thursday, April 9, 2009**. 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

April 9, 2009

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,
Arthur Munoz,
Craig Nicholson,
Nathan Walter,
James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).

Items raised through correspondence: Nathan W. led a discussion on possible solutions to **wiring/cable replacement** resulting from a request by Mr. Janigian (unit 306) and talks with Cox Cable. A representative from Cox will be invited to the next Board meeting.

The Board discussed the request for the installation of a "**Solatube**" for the bathroom of unit 333; a draft of an approval letter with conditions to be addressed at the May Meeting.

The Board discussed a request from the Mr. Innocenti (unit 123) for upgrade/replacement of **Exercise Room** equipment; Arthur M. will review the current equipment and form an action plan; the Board approved up to \$2,000 for this project.

The Board discussed and approved the replacement of a **roof vent** (improved design), requested by Mr. Walter (unit 353).

Meeting Minutes: The **March Board Meeting minutes** (3/12/09) were reviewed and **approved** as presented.

Landscaping: the Board tentatively approved bids for tree trimming (\$3,200) and various landscaping improvements (\$2,008.50, both from Progressive Landscaping), previously submitted to the Board by Landscaping Chairperson, Ms. Leyva (369). Approval is dependent on Ms. Leyva's verification of the bid amounts.

Treasurer's Report:

| | March '09 | YTD |
|---------------------|--------------|--------------|
| Total Income | \$68,115.00 | \$199,476.61 |
| Operating Expenses | 21,499.41 | 73,641.80 |
| Transfer to Reserve | (46,615.59) | (122,365.81) |
| Total in Savings | \$724,456.26 | |

James N. reported Operating Expenses are approximately 8% below budget allocation. The **March** Treasurer's Report was unanimously **accepted** as presented.

Old Business

The Board addressed:

- **Dry rot repairs:** the Board reviewed the status of the work scheduled for units 239, 339, 342/343, 214, 313 and 206, now nearing completion. James will walk and develop a new list of potential dry rot repairs.
- **#104 moisture** no further actions taken.
- **Roof replacement (7628):** James N. reported replacement completed.
- **Roof replacement (7624):** the Board approved the revised bid (H&H Roofing) for "re-roofing" (remove and replace shingles).
- **Sidewalk repair:** the Board discussed and approved up to \$10,000 for this project, contingent on repair locations (walk-through with Contractor required); Todd M. given authority for final approval. Todd M. to clarify step replacement/locations with Board approval of up to \$5000 for this project.
- **Leak #219 to #111:** plumber tested plumbing today at 1PM; report forthcoming.
- **Motorcycle parking (114):** tabled, pending review of CC&R's on the legitimacy of motorcycles at the Grove.

No other Old Business

New Business

Items addressed:

- **Tank-less water heater:** the Board confirmed approval (3/26/09) of the request to install the heater, including installation of a larger roof vent required for the heater.
- **Liens:** (Emergency Item) Board unanimously declared as an emergency and unanimously approved filing liens on the following units for non-payment of Assn. monthly fees: 104, 111, 256 and 260.
- **FHA approval:** the Board discussed application for- and will review research on cost and legal advice obtained by Arthur M.
- **Housekeeping:** Arthur M. requested a general cleanup of the mailbox areas; James N. will contact Merit Cleaning for this task.
- **Grove Beautification Day:** the Board requested an item be placed in the Newsletter for a May date for this event.

No other New Business

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

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

The next Board meeting is scheduled for **Thursday, May 14, 2009**. 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 14, 2009

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,
Arthur Munoz,
Craig Nicholson,
Nathan Walter,
Ms. Cathy Leyva (unit 369, Landscaping volunteer/Chairwoman),
Ms. Heather Bringolf and Carl Givens of Cox Communications,
James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).

The Board discussed options for **wiring/cable replacement** with invited representatives from Cox Communications. Of interest to the Board are plans for overhauling the present cable network in the individual buildings, upgrading the network to allow better signal strength and cable network installation that is both accessible and will not detract from the looks of the buildings. More discussions will be held.

The Board approved the draft letter outlining rights and responsibilities of the Homeowner requesting the installation of a "**Solatube**" for unit 333. The Homeowner must now accept the conditions of the letter.

Meeting Minutes: The **April Board Meeting minutes** (4/9/09) were reviewed and **approved** as presented.

Landscaping: Ms. Leyva (unit 369) addressed the Board with the following Landscaping items: Pressure regulator leaking at building 7610; Progressive to check sprinkler operation in areas appearing dry; Progressive Care will be asked to re bid on the recently submitted tree proposal; Homeowner in building 7620 has tethered a tree to the balcony rail for privacy. Todd M. asked if certain areas of landscaping are too close to the buildings. No action required on these issues at this time.

Treasurer's Report:

| | April '09 | YTD |
|----------------------|------------------|--------------|
| Total Income | \$67,875.70 | \$267,352.31 |
| Operating Expenses | 27,162.55 | 100,804.35 |
| Reserve Expenditures | 23,814.47 | 23,814.47 |
| Total Expenditures | 50,977.02 | 124,618.82 |
| Transfer to Reserve | (16,898.68) | (139,264.49) |
| Total in Savings | \$724,426.66 | |
| Total Assets | \$764,753.83 | |

The Board approved transferring \$100,000 from the CWB Money Market account to open

a new 6 month CDARS account. James N. reported Operating Expenses are approximately 10% below budget. The **April** Treasurer's Report was unanimously **accepted** as presented.

Old Business

The Board addressed:

- **Dry rot repairs:** the Board reviewed a new summary report of possible dry rot sites as compiled by James N. The Board approved repairs to all listed sites, beginning with sites listed as "High Priority"; James was authorized to schedule the remaining repairs at his discretion;
- **Moisture in unit 104** (7606): the Board discussed the status of the repairs and bids to install a concrete swale at the end of the building near the effected unit (Sea View, \$2,805.40; Qualified Concrete, \$1,500.00). Report from the City of Goleta still not received;
- **Sidewalk repair:** first phase of repairs completed by Qualified Builder (approved by Todd M.); discussion on walkway general condition; OK to pay Qualified Builder \$8,550 for their work.
- **Motorcycle parking:** general discussion concerning motorcycles at the Grove and parking thereof.

New Business

Items addressed:

- **IRS audit:** the Board approved hiring Purdy CPA to assist in the audit;
- **Trash pests:** discussion;
- **Grove Beautification Day:** scheduled for Sat., July 26, 2009, to be presented in the Grove newsletter;
- **Phase 3 handicap parking:** item for May BOD meeting.

No other New Business

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

The meeting was **adjourned** at 8:14.

The next Board meeting is scheduled for **Thursday, June 11, 2009**. 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 11, 2009

Minutes

(Subject to Board of Director's approval)

Board President, Todd Matson, called the meeting to order at 6:55 pm. The meeting was held in the Meeting Room at the Grove, 7610 Hollister Ave., Goleta, CA.

Also in attendance were:

Board members Laura Foster & Nathan Walter (Absent were Board Members Arthur Munoz and Craig Nicholson).

Ms. Cathy Leyva (unit 369, Landscaping volunteer/Chairperson),
James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).

Meeting Minutes: The **May Board Meeting minutes** (5/14/09) were reviewed and **approved** as presented.

Landscaping: Ms. Leyva (unit 369) addressed the Board with the following Landscaping items: review of the current tree trimming bid from Progressive: Ms. Leyva recommended and the Board approved the quote (\$3,000); trimmings/debris to be removed with arrival of dumpster; temporary (2-week) replacement for Pancho from Progressive; status/updating of bulletin boards, suggestion boxes. The Board approved the bid for tree trimming; all other issues required no action at this time.

Treasurer's Report:

| | May '09 | YTD |
|----------------------|----------------|--------------|
| Total Income | \$67,750.00 | \$335,102.31 |
| Operating Expenses | 26,324.32 | 127,128.67 |
| Reserve Expenditures | 29,800.62 | 53,615.09 |
| Total Expenditures | 56,124.94 | 180,743.76 |
| Transfer to Reserve | (11,625.06) | (150,889.55) |
| Total in Savings | \$755,099.98 | |
| Total Assets | \$778,777.41 | |

James N. reported Operating Expenses are approximately 13% below budget. The **May** Treasurer's Report was unanimously **accepted** as presented.

Old Business

The Board addressed:

- **Dry rot repairs:** James N. reported the following buildings currently have repairs in progress: bldgs. 7602, 7606, 7610 and 7620, with "small" repairs.
- **Moisture in unit 104 (7606):** the Board discussed the results of a recent meeting between the owners of unit 104, James N. and Todd M. Todd M. summarized the meeting in a letter to the Board. The Board agreed action on the following items was appropriate: An increase the number of times a year the rain gutters are cleared (from 4 to 5 times per year); notification to unit 207 of a suspected water

leak affecting unit 104; request for analysis by Sea View Construction on three suspected water leaks from sources outside of unit 104; noted James N. has addressed a claim of evidence of termites in the master bedroom closet (unit 104).

- **Handicap parking:** the Board approved converting the handicap parking space in Phase 3, Bldg 7606, covered space to (72 Hr.) unassigned parking space.
- **Cable upgrade/repair:** the Board agreed to create an informational letter on the upgrade option, to be sent to all Homeowners; the Cox Cable information will be posted in the next Grove newsletter.

New Business

Items addressed:

- **Water leak (units 263/363):** the Board approved drafting a letter to Unit #363 indicating that the leaky pipe that serves that unit is the unit owner's responsibility.

No other New Business

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

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

The next Board meeting is scheduled for **Thursday, July 9, 2009**. 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 9, 2009

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,
Arthur Munoz,
Craig Nicholson (Board Member Nathan Walter absent),
Ms. Hartenstein (unit 337),
Ms. Cathy Leyva (unit 369, Landscaping volunteer/Chairperson),
James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).

Ms. Hartenstein discussed the condition of the **exercise room equipment** and asked if any new equipment was being considered. Arthur M. is currently involved in coordinating repairs and/or replacement of the exercise room equipment.

Meeting Minutes: The **June Board Meeting minutes** (6/11/09) were reviewed and **approved** as presented.

Landscaping: Ms. Leyva (unit 369) addressed the Board with the following Landscaping items: possible tree removal at building 7624; upcoming meeting with Pancho from Progressive Care to discuss landscaping at the Grove; Ms. Leyva will verify all items accomplished on recent bill (\$2,400) from Progressive; the possibility of creating a smoke-free homeowners association. A note will be put in the newsletter asking residents to be considerate when they smoke. No other Board action required at this time.

Treasurer's Report:

| | June '09 | YTD |
|----------------------|-----------------|--------------|
| Total Income | \$66,399.16 | \$401,501.47 |
| Operating Expenses | 26,518.23 | 153,646.90 |
| Reserve Expenditures | 20,812.07 | 74,427.16 |
| Total Expenditures | 47,330.30 | 228,074.06 |
| Transfer to Reserve | (19,068.86) | (169,958.41) |
| Total in Savings | \$755,155.87 | |
| Total Assets | \$799,626.66 | |

James N. reported Operating Expenses are approximately 16% below budget. The **June Treasurer's Report** was unanimously **accepted** as presented.

Old Business

The Board addressed:

- **Dry rot repairs:** James N. reported the following buildings currently have repairs in progress: bldgs. 7624, 7630 and 7634, with "small" repairs.
- **Moisture in unit 104 (7606):** the Board reviewed the current status of repairs and Goleta City report on the unit and required repairs; interior restoration appears to be in progress at unit 104; the owner of unit 207 will receive a letter from the Grove HOA requesting the plumbing lines be checked for active leaks (affecting unit 104).
- **Handicap parking:** the Board approved revising allowable parking time for the recently converted handicap-to-unassigned parking space in Phase 3 from 72 hours to 24 hours. The Board also approved converting an unassigned space (next to the motorcycle parking space, adjacent to building 7628) to a handicap space.
- **Cable upgrade/repair:** the Board discussed a suggestion from Mr. Honnold (unit 256) regarding installation of satellite dishes on all buildings for television reception. The Board will ask Mr. Honnold for a more specific proposal for the Board to discuss.

New Business

Items addressed:

- **Lien filing:** the Board approved filing a lien on unit 124 for unpaid HOA fees.
- **Exercise room hours:** the Board discussed a suggestion to extend the exercise room hours of operation; Arthur M. will discuss the proposal with homeowners with units adjoining the exercise room.

No other New Business

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

The meeting was **adjourned** at 7:38.

The next Board meeting is scheduled for **Thursday, August 13, 2009**. 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

August 13, 2009

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:

Arthur Munoz,

Craig Nicholson,

Nathan Walter (Board Member Laura Foster absent),

Ms. Cathy Leyva (unit 369, Landscaping volunteer/Chairperson),

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

Meeting Minutes: The **July Board Meeting minutes** (7/9/09) were reviewed and **approved** as presented.

Landscaping: Ms. Leyva (unit 369) addressed the Board with the following Landscaping items: walking survey of the property with Pancho (Progressive Care); tree trimming and new tree pricing; tree planting map from Craig N. and Todd M.; exterior water leak, building 7610 (valve?); possible water leak in the Exercise Room; cleaning crew checklist and compliance thereof; Homeowner plants in Common Area near unit 217. The Board will investigate the water leaks at building 7610 and the Exercise Room. No other Board action required at this time.

Treasurer's Report:

| | July '09 | YTD |
|----------------------|--------------|--------------|
| Total Income | \$69,207.17 | \$470,708.64 |
| Operating Expenses | 27,373.56 | 181,020.46 |
| Reserve Expenditures | 10,715.87 | 85,143.03 |
| Total Expenditures | 38,089.43 | 266,163.49 |
| Transfer to Reserve | (31,117.74) | (204,545.15) |
| Total in Savings | \$807,167.39 | |
| Total Assets | \$833,067.81 | |

James N. reported Operating Expenses are approximately 16+% below budget. The **July** Treasurer's Report was unanimously **accepted** as presented.

Old Business

The Board addressed:

- **Dry rot repairs:** James N. reported buildings 7628 and 7640 currently have repairs in progress.
- **Moisture in unit 104 (7606):** the Board reviewed the current status of repairs at the unit and surrounds. James N. and Arthur M. will schedule a meeting with Dan McLaughlin (Goleta City) to discuss the report on the damage and review items

noted in a letter to the Board from Mr. McLaughlin. Board noted that three of the findings were the unit owners' responsibility.

- **Satellite dish installation** (alternative to cable): the Board noted no new information (as requested by the Board) has been received from Mr. Honnold on this issue.

New Business

Items addressed:

- **Parking lot slurry seal:** asphalt bids have been received; the Board approved Todd M. to make the final decision on bid award when third bid is received.
- **Parking policy:** the Board discussed a change in the wording of the policy in regards to vehicle towing. Change **approved**; the revision will be mailed to all Homeowners for review/comment; replies will be received for a 30-day period; the revision will be posted in the Newsletter. It is as follows:

Violators are subject to removal of their vehicles from the Grove property at the vehicle owner's expense. Unless immediate removal is required, a one-to-three day notice will be posted, depending on the type of violation. The vehicle will then be removed. A notice or warning of violation is a courtesy. Flagrant violators or repeat offenders are subject to immediate towing for parking violations without further notice or warning.

Vehicle towing (registration violations): a list of unregistered vehicles still parking in the Grove was considered. Given the small number, no further action was taken. However, if vehicles continue to remain unregistered, a list of these unregistered vehicles that will be subject to towing will be posted in the Newsletter.

- **Leaking pressure regulator valves** (units 310 and 312): regulators were replaced by Maintenance due to significant leaks, short of the 7-day notification period, the homeowners requested Board to waive the charges applied to them for this work, citing variance in stated "forced repair" policy. The Board **approved** a reduction and to only charge these owners the amount that it cost when Bldg 7640 owners did theirs as a group. Cathy Leyva will email James the cost per unit.
- **Car wash area sign:** Craig N. suggested replacing the sign at the car wash area due to age/wear. Board **approved**; James N. will obtain a new sign.
- **Beautification Day:** acknowledged a successful outcome to the project and will thank all volunteers in a note in the Newsletter.

No other New Business

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

The meeting was **adjourned** at 8:28.

The next Board meeting is scheduled for **Thursday, September 10, 2009, at 6:30 pm.** 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 8, 2009

Minutes

(Subject to Board of Director's approval)

Board President, Todd Matson, called the meeting to order at 6:32 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,
Nathan Walter,
James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).

Via correspondence: A homeowner suggested performing the parking lot slurry seal in four stages, instead of three.

A homeowner reported a raccoon attack on her dog, possibly the result of the new trash dumpsters with lids.

The Board discussed these items. No action taken.

Meeting Minutes: The **September Board Meeting minutes** (9/10/09) were reviewed and **approved** as presented.

Treasurer's Report:

| | Sept. '09 | YTD |
|----------------------|------------------|--------------|
| Total Income | \$67,560.12 | \$603,879.59 |
| Operating Expenses | 32,502.66 | 239,287.00 |
| Reserve Expenditures | 3,399.20 | 98,115.02 |
| Total Expenditures | 35,901.86 | 337,402.02 |
| Transfer to Reserve | (31,658.26) | (263,008.57) |
| Total in Savings | \$870,581.66 | |
| Total Assets | \$897,790.70 | |

James N. reported Operating Expenses are approximately 20% below budget. The **September** Treasurer's Report was unanimously **accepted** as presented.

Old Business

The Board addressed:

- **Dry rot repairs:** James N. reported all dry rot repairs on the current (Apr. '09) list have been completed; re-survey for dry rot sites to be accomplished in Spring '10.
- **Moisture in unit 104** (7606): the Board reviewed the requirements for repairs to building 7606 from Dan McLaughlin (City of Goleta) and his request for a corrective action plan (due Oct. 31, 2009); the Board also discussed and approved proposals for foundation corrections from Ehlen Spiess & Haight (structural engineers) and

Earth Systems (geotechnical engineering). The Board authorized Nathan W. to oversee the details of the proposal for a bid up to \$6,000.

- **Parking lot repaving:** the Board approved authorization to remove (tow) any vehicle parked in areas to be paved on the day work is to commence.
- **Cable upgrade/replacement:** the Board approved sending a second letter to inform the homeowners of the proposed project and only requesting a negative response.
- **Water meter identification:** the Board reported to James N. that the list of meter numbers to units does not appear to match the identification numbers on the meters, themselves; James N. to follow up with GWD.

New Business

Items addressed:

- **Reserve study update:** the Board approved incorporating Todd Matson's revised reserve items, asphalt repairs, budget numbers into the reserve schedule.
- **Roof (preventative) maintenance:** the Board discussed the bids for roof re-sealing from H&H Roofing (\$3,989) and Home Roofing (\$6800), approving the H&H bid and asked for notification when work is completed to verify completion.
- **Lien recording:** the Board approved recording a lien on unit 311 (Assn. fees - delinquent).
- **Homeowner information update:** Homeowners will be asked to verify/update their home phone numbers when the Board collects proxies for the 2010 Annual Meeting.

No other New Business

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

The meeting was **adjourned** at 7:50.

The next Board meeting is scheduled for **Thursday, November 12, 2009; at 6:30 pm.** 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 12, 2009

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,
Nathan Walter,
Ms. Valentine (unit 203), Ms. Cunningham (254), Ms. Blue (106), Ms. Lyons (217),
James Nguyen (Bartlein and Company, Inc.), and Bill Bold (Scribe).

The Owners in Attendance (Valentine, Cunningham, Blue and Lyons) discussed recent vehicle **towing** during the recent parking lot re-sealing with the Board; Ms. Valentine requested the Association reimburse her for subsequent towing charges. The Board will discuss this issue in Executive Session. Ms. Cunningham also discussed sourcing of replacement bathroom fans, electrical load on unit wiring and the use of a protective pad for motorcycle kick stands to prevent damage to the parking lot pavement. The Board will research a fan assembly for standard replacement and post this information on the Grove website as well as recommended motor cyclist use a protective pad or disc to prevent pavement damage.

Meeting Minutes: The **October Board Meeting minutes** (10/8/09) were reviewed and **approved** as presented.

Treasurer's Report:

| | Oct. '09 | YTD |
|----------------------|-----------------|--------------|
| Total Income | \$67,848.85 | \$671,728.44 |
| Operating Expenses | 23,989.98 | 263,276.98 |
| Reserve Expenditures | 14,668.26 | 112,783.28 |
| Total Expenditures | 38,658.24 | 376,060.26 |
| Transfer to Reserve | (29,190.61) | (292,199.18) |
| Total in Savings | \$870,337.79 | |
| Total Assets | \$899,341.43 | |

James N. reported Operating Expenses are approximately 25% below budget. The **October** Treasurer's Report was unanimously **accepted** as presented.

Old Business

The Board addressed:

- **Moisture in unit 104 (7606):** James N. reported a letter was sent to the unit owners 104 asking if any moisture was found since the last rain, with no reply received.

Bldg. 7606 retaining wall: Nathan W., Arthur M. and James N. met with Dan McLaughlin (Goleta City Inspector), Jeffrey Haight of Ehlen, Speiss & Haight (Struc. Engrs.) and Todd Tranby of Earth Systems (Geo-tech. Engrs.) on 11 Nov.09. As recommended, the Board approved the installation of temporary shoring (\$1,250+) for building 7606. Dan M. requested the building's "surface drains" (including from roof downspouts) be tested and repaired if needed. James N. sent a copy of the geo-technical report to the Board and Dan M. for review. The Board reviewed the contract for the engineering proposal and asked for clarification on drain analysis/recommendations and engineering document ownership; James N. to follow up. The Board authorized Nathan W. to give final approval on the contract when the points are clarified. James N. to ask Progressive Landscaping for water usage assessment. Discussion on dryer vent trim tabled.

New Business

Items addressed:

- **2010 Budget draft:** the Board approved moving parking lot asphalt overlay to 2013 and rescheduling 5 buildings for roof re-shingling to 2011. Board unanimously approved budget with the above revisions. Monthly fees to remain the same.
- **Sewer line:** the Board approved the repair of a sewer line at bldg. 7632 (\$1,200).
- **Annual audit/review:** the Board approved contracting Purdy & Co, CPA to provide a financial audit with tax return (\$1325).
- **Auto gate system repair/upgrade:** a meeting is scheduled with Consolidated to review gate repair/update options (11/13/09).
- **Trash enclosure:** tabled.
- **Newsletters:** to be emailed starting 1/1/10 to those with email addresses.
- **Lien filing:** the Board approved filing liens on units 124, 209, 215 and 217 (delinquent Assn. fees).
- **Annual Meeting:** 1/14/10, at 6:30PM, at Goleta Valley Com Center
- **December BOD meeting:** the Board agreed to schedule the December meeting for Dec. 3, 2009.

No other New Business

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

The meeting was **adjourned** at 8:54PM.

The next Board meeting is scheduled for **Thursday, December 3, 2009; at 6:30 pm.** 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 3, 2009

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,

Nathan Walter (Board Member Arthur Munoz absent),

Ms. Mason (unit 338),

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

The Board discussed a **noise issue** raised by Ms. Mason (338), concerning a neighbor's children. A note will be put in the next newsletter, reminding Owners of this potential problem. Outdoor barbeque use was also discussed.

Via correspondence, Mr. Byers (unit 244) requested the Board consider removing select **bushes** next to **parking spaces** in Phase 1; Craig N. and Todd M. will review the current bush/parking space placement; James N. will contact Progressive Landscaping.

Meeting Minutes: The **November Board Meeting minutes** (10/12/09) were reviewed and **approved** as presented.

Treasurer's Report:

| | November '09 | YTD |
|-----------------------|-----------------|--------------|
| Total Income | \$69,437.70 | \$741,166.14 |
| Operating Expenses | 82,087.99 | 345,364.97 |
| Reserve Expenditures | 41,790.00 | 154,573.28 |
| Total Expenditures | 123,877.99 | 499,938.25 |
| Transfer to Reserve | (10,559.71) | (302,758.89) |
| Transfer from Reserve | 65,000.00 | 65,000.00 |
| Total in Savings | \$816,370.99 | |
| Total Assets | \$844,176.14 | |

James N. reported Operating Expenses are approximately 14% below budget. The **November** Treasurer's Report was unanimously **accepted** as presented.

Landscaping: the Board approved removal of two ficus trees, lifting the sidewalk near unit 129 (7636).

Old Business

The Board addressed:

- **Moisture in unit 104** (7606): the Board is currently awaiting feedback from the owner on the question of continued rain leakage into the unit;
- **Lint build-up in clothes dryer vent duct outlets:** James N. will ask Merit

- Cleaning to check and clean all outlets, as required;
- **7606 exterior drainage improvements:** testing of “surface drains” by engineer and plumber shows no deficiencies at this time;
 - **Cable upgrade (Cox Com.):** James N. will notify Cox Communications that information/survey letters have been sent to all homeowners with only two homeowners replying in opposition to the upgrade;
 - **Water meter identification:** James N. will ask GWD to check their meter code information with actual water user information (mis-ID’s suspected);
 - **Auto entry gate system:** the Board approved repair of existing CU, will request new replacement proposal in 2010 (Feb ’10 meeting agenda item);
 - **2010 Annual HOA meeting:** verified meeting time 6:00 pm, Jan. 14, 2010, GVCC; SASE for proxies sent to all Homeowners;
 - **Bldg. 7620 water leakage issue (resolved):** James N. delivered all the documents related to the case (water from #219 into #111) to the Board for safe keeping;
 - **Abandoned bicycles (slurry-seal project):** James N. will research available “takers” for the bicycles, possibly the Don Riders from SBHS.

New Business

Items addressed:

- **Newsletter distribution:** monthly newsletter will be sent via email to all homeowners with email, the remainder will be sent via USPS, as before;
- **Christmas tree disposal:** the Board approved renting a dumpster for tree disposal; a newsletter item will notify Homeowners;
- **Trash enclosure upgrade:** Nathan W. presented a design change to the Board; new design will be forwarded to Sea View Constr. for bid and meeting with Nathan;
- **Back-flow valve (bldg. 7602):** Oasis Plumbing will replace the valve for \$915.
- **Water leak on Hollister Ave.:** the Board discussed the current water leak on Hollister Ave., currently being investigated by GWD.

No other New Business

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

The meeting was **adjourned** at 7:58.

The next Board meeting is scheduled for **Thursday, January 14, 2010, immediately following the 2010 Annual HOA Meeting, at the Goleta Valley Community Center, 5679 Hollister Ave., Goleta, CA.** Monthly Board meetings are usually held one the 2nd Thursday, in the Assn. Meeting Room, 7610 Hollister Ave., Goleta, CA, unless otherwise announced.

Submitted by Bill Bold, Scribe