

**WOODSTREAM FALLS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING**

**July 18, 2009
Clubhouse 9:00 AM**

8:04 a.m. Executive Session:

The Board of Directors Present: Caryl Buckstein-President; Pansy Moore-Secretary, Managing Agent; Barry McConnell, Treasurer, Maintenance Manager, Jay Fluet, At-Large constituted a quorum.

The Board discussed the fire compliance report and the letter composed to Captain Chase detailing the action plan for compliance, which also included a listing of completion of preliminary work.

The report and letter received from Captain Chase was a replication of a letter sent to Westwind Management in 1995 who begun the work but never completed it, which is a clear indication that fire code compliance is not a new issue and but another inherited by the current Board of Directors.

Executive session ended 8:55.

1. CALL TO ORDER

Caryl Buckstein-President called the meeting to order at 9:05 AM. Thirteen homeowners in attendance.

2. ROLL CALL

Board members present: Caryl Buckstein, President; Pansy Moore, Secretary and Managing Agent; Barry McConnell, Treasurer; and Maintenance Manager; Jay Fluet, At-Large.

3. NOTICE

Homeowners were informally notified of the Board meeting and notices were posted on all mail kiosks and at each of the five entrances to the community.

4. DETERMINATION OF A QUORUM

A quorum was present.

5. READING AND APPROVAL OF MINUTES

Motion made to waive the reading of the minutes of the June meeting. Motion unanimously passed.

6. HOMEOWNERS FORUM

1) Chu Son #241 & #242 stated the police did not have police reports and requests the board to provide police reports.

2) Jan Hetherington #196 visited from out of state. She expressed interest in attending the meetings to view first hand the community, meet board members and view the decision-making process.

3) Carol Pace #409 requested another review of a leak. The maintenance manager agreed to review the leak after the meeting.

7. UNFINISHED BUSINESS

7.1 Fire Code Inspection Report- An overview of the compliance report was provided to members present at the Board of Directors meeting. Discussion centered on the tour of the clubhouse, property, and the fire dept. concerns. 1) The condition of the two existing Association owned fire hydrants. Caption Chase advised this could be expense to bring up to code depending on when they were last tested.

2) Emphasis received from both Caption Chase and Martinez is that the units are the priority for safety. This includes installation of smoke detectors and the newly passed law for CO detectors. HOA's are required to provide evidence of notifying owners of their responsibility to comply with these laws.

In order to meet the 24-item compliance list the Board has created a Clubhouse Committee for members expressing interest in the condition of the clubhouse and compliance decisions. We welcome your participation!

7.2 Laundry Room Security – Due to increased vandalism recommendations made to install new or rekey locks, keeping the doors locked at all times, handing out keys for free to residents and change the locks on an annual basis to eliminate former residents from using the facilities. While this solution was done in the past, the responsibility is to owners/investors to clarify the regulations to their tenants to curb incidents of vandalism.

7.3 New Property Signage-The project is in progress to remove the old corner sign and set up a new sign that would include lights and foliage enhancing the curb appeal of the community.

7.4 Bids for Patrol, Landscape, and Pool Services-The board is currently soliciting bids for these services.

8. NEW BUSINESS

8.1 Selection of New Auditor- The Board of Directors solicited bids for a new Auditor. The previous auditor's services were adequate; however, timeliness, follow-up and consistency of communication resulted in the decision to seek other services.

Due to the successful handling of the election, the Board selected the CPA firm of Saltzman, Hamma, Nelson, and Massaro. This firm is well acquainted with the Association's financials and are a good fit for assisting the association in writing off the bad debt carried since the removal of Westwind Management.

9. REPORT FROM COVENANT COMMUNITY SERVICES-Mike Gargaro requested permission to tow white suburban for expired plates and storage violation.

9.1 Grounds Committee will be conducting the Patio and Garden Recognition Contest. The results will be provided at the August meeting. Prizes are First: \$200, Second: \$100, Third: \$50 and honorable mention of all well maintained patios and gardens.

By-Laws Committee provided their recommendations for updating the by-laws. The Association's attorney is reviewing them.

10. REPORT FROM TREASURER

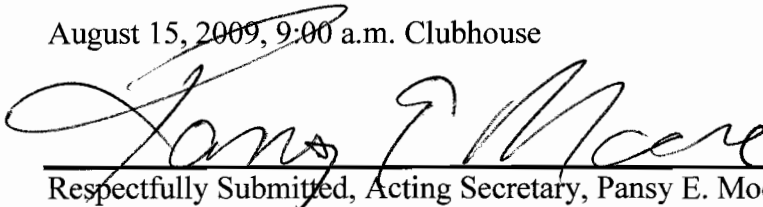
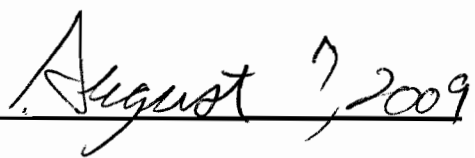
McConnell provided an overview of the Balance sheets. The Association continues to be in stable financial condition. Our newly hired CPA firm will conduct the annual audit and results posted to the website as in previous years.

11. ADJOURNMENT

Adjournment was at 10:30 A.M.

12. NEXT MEETING

August 15, 2009, 9:00 a.m. Clubhouse

 
Respectfully Submitted, Acting Secretary, Pansy E. Moore