

**Holiday Estates Maintenance Association
Board of Directors Meeting
January 20, 2005**

Board Members

Steven Stratton	President/CC&R's (absent, resigned)
Frank Blenn	Vice President
Tessy Albin	Treasurer
John Milner	Director/Communications
Greg Potter	Director/Beautification
Sandor Drobilisch	Director/Marina/Roads & Ditches (absent)
Eva Schaffer	Director
Nancy Schultz	Director

Others Present

Bethaney Dearing Access Association Services, Inc.
8 Homeowners

Item I Order

The Board of Directors meeting was called to order at 7:05 p.m. by Vice President Frank Blenn.

Item II Agenda Review

The agenda was approved with the following items added: the supplemental agenda hand carried and accepting official written resignation from President Steven Stratton.

Item IV Consent Agenda

- A. Minutes of the December 16, 2004 Board of Directors meeting approved.
- B. Financials – Treasurer, Tessy Albin presented a report on the first quarter of the fiscal year noting that if re-elected for the next term, her goal as treasurer would be to present the operating versus budget financials in a non-linear format. Currently they are presented in monthly average that due not represent the expenditures in an accurate fashion.
- C. Management reported that there were 5 accounts delinquent with one in collections.
- D. Correspondence from the previous quarter was reviewed and approved by the Board of Directors.

- 17300 Lakeview – Discussion was tabled regarding correspondence referring to speed bump specifications as the Road and Ditch's committee chair and homeowner were both absent from the meeting.
 - 17430 Blue Jay – The Board reviewed the various questions the homeowner submitted about the various projects. The Board will review with the committees involved and respond in writing at a later date.
- E. Work Order Summary reviewed and approved by the Board of Directors.

Item V Committee Reports

- A. Beautification – Committee Chair Greg Potter extended gratitude for the yearly installation of the holiday arch decorations by homeowner at 2920 Holiday Court and other homeowners. The Board commented how the beautification committee's holiday decoration of the street signs with the wreaths was a nice addition this year.

Greg Potter reported that three street signs will need to be ordered which were not included in the first installation on the signage: Lori, Trail Ridge, and Fairway Court. John Milner suggested that the Trail Ridge sign be placed on opposite side of street from where it is currently as the new style of sign will stick out if placed in current location in portion of lower meadow. Greg also reported that two incidents of vandalism have taken place and two signs on Parkview and Blue Grass Court have been damaged and will need to be replaced.

Greg suggested that the Board entertain installing street signs for the easement areas as a homeowner had expressed and possibly the homeowner on the easement could contribute the cost. A discussion ensued with the Board and the Board voted to not install street signs on the easements.

John Milner announced that the association was awarded \$1357.00 from the Silicon Valley Grant Program for promoting community awareness. A proposal for how the Board plans to spend the money needs to be submitted by March 28, 2005.

- B. Communications – Gregg Potter, with his technical background, has updated the website regarding minutes and newsletters. A new service request directly linked to management's website will be installed so homeowners have an avenue to forward information to the Board since the current email forum is not working. A new meeting sign needs to be printed with the Holiday Inn Express address since the Board has changed locations for the Board meetings. Management instructed to have a new sign printed so the meeting location will be posted correctly.
- C. Roads & Ditches – No reported was made at this time.
- D. CC&R's – No report given at this time.
- E. Architectural – John Milner reviewed with the Board the summary list of architectural requests.

- 17575 Manzanita – The Board approved the construction of the home, provided the permits are obtained from the County and plans do not violate the CC&R's and/or the architectural guidelines.
 - 2975 Holiday Drive – The Board approved the iron wrought style fence provided the location is as indicated within the setbacks in the property line and not inhibiting the easements on the property.
 - 17111 Holiday Drive – The Board approved the plans for construction of the home based on the plans being in compliance with the CC&R's and requirements for the necessary County permits.
 - 17499 Holiday Drive – The Board denied the request for the retaining wall and exterior alteration to the property based on the lack of diagrams and detail of the plans. Board is requesting more information for their review of the request.
 - 17110 Copperhill Drive – Management directed to have the lawyer send a letter requesting the removal of construction vehicle being stored on the property and for homeowner to provide plans for the construction work on the home on the property and the exterior modifications that have not been submitted for the Board's approval.
- F. Welcoming Committee – No report was given at this time.

Item VI Other Business

- A. Tru Green Tree Report – The Board of Directors reviewed the map submitted by Tru Green Landcare that indicated the status of the tree work that has been performed along the seven miles of road in the past nine months.
- B. Landscape Contracts to One Vendor – Gregg Potter volunteered to meet with Management to collect the data on the current vendors to compile the information.
- C. John Beatty Reserve Study – Tessy Albin will call the company directly with her questions on the reserve study prior to the Board approving the draft of the reserve study.
- D. Easement Signage – Gregg Potter will contact Joseph Abmont who requests a Blue Jay easement sign on Lakeview.
- E. Annual Meeting Preparation – Members will prepare their committee reports and submit them to Gregg Potter who will be preparing a slide show. Gregg will work with Tessy and Frank on finalizing the details of the slide show so it is incorporated in the annual agenda to coincide with committee reports and the financial report. The Board will appoint three homeowners to be the Inspectors of the Election, who will count and validate the ballots at the annual meeting.

Item VII Open Discussion

- 2946 Holiday Court – Homeowner, present, requested the following: a list of expenditures performed by Hydrotek on the Lower Meadow, striping issues at Holiday Court and Holiday Drive to be forwarded to Sandor Drobilisch, and written confirmation of what responsibility and resolutions that the Association will commit for the eroded vertical ditch that runs on the side of her property. In previous minutes from previous Board of Directors, it indicates that the Association will take part a portion of the financial responsibility to repair the

ditch divided by the homeowners affected. Homeowner feels the association should take full responsibility for the repair of the ditch; otherwise, homeowner may be forced to take further action against the Association.

- 17430 Blue Jay Drive – Homeowner requested that the following be changed in the 2004 October minutes, Open Forum, bullet starting 17430 Holiday Drive: Address needs to be changed to 17430 Blue Jay Drive and would like the following line deleted as he states this was never discussed at meeting: “Homeowner was referring to the 2003-2004 budget increase and the Board is referring in the memo to the 2004-2005 budget and future budgets.” Board will take this request under advisement.
- Discussions ensued with homeowners strongly concerned about the content in recent newsletter’s articles, specifically the endorsement for incumbent’s and the former president’s message slandering homeowner, Dave Huibretse, when referring to his calling the Association insurance. Other discussions including updating the meeting sign at the front entrance and speed bumps.

Item VIII Next Meeting

Next meeting is the annual meeting of membership scheduled on Thursday, February 17, 2005 at 7:00 p.m. at the Holiday Inn Express on Condit and Dunne Avenue in Morgan Hill.

Item IV Adjournment

There being no further business before the Board of Directors, the meeting adjourned to executive session at 9:40 p.m.