

**Hiller Highlands Four Association  
Board of Directors Meeting  
FINAL Minutes  
January 31, 2007**

**BOD Members:** Bob Kuzma, Tom Kremen, Pauly Langguth, Dick Saalfeld, David Spellmeyer

**Others:** Barbara Schindler, Gordon Seligson, Gary Dougan, Charlie Priest

BOD meeting was called to order at 7 PM

**Old Business:**

- **Reviewed and approved** November minutes

**New Business:**

**Welcoming team** – Gary Dougan attended to discuss

- Gary, David, Pauly to get together to put together a welcome packet
  - DS to coordinate for early next week (2/5)
  - to invite others to participate

**Treasurer's Reports**

- reviewed December Financial and Year End Report
- Meeting with Accountant
  - Bob Kuzma will purchase QuickBooks - **approved**
  - have terminated QuickBooks online
  - will investigate training for QuickBooks
- reviewed EBMUD costs – still having problems with 4 CH, in particular
  - Bob will contact Cleary to get meter readings every 2 weeks
- Assessments – one outstanding from 4Q06 and 1Q07, second notice sent, billed with penalty

**Notice to Abate** – Summary of notice

- City has agreed to allow us to make changes to drainage
- Cleary will submit bid on repairs. BOD will vote by e-mail once costs are known.

**Reserve analysis**

- Review items to be paid for from reserves in 2007
  - Complete drainage modifications to address notice to Abate
  - Light standard outside 23 Schooner Hill
    - still in transit
  - drainage grate outside 5 CC
  - curb between 20 & 22 SH
  - will walk neighborhood to determine if there are other repairs necessary

**Bentley Mediation**

- Approved to pay \$874 for a 1/5<sup>th</sup> share of the total legal fees

**Volunteerism for Hiller Highlands Four**

- Annual Meeting
  - Election procedure and By-Law changes
  - Candidates for BOD
- Recruiting others to participate in the Association activities

**Door tags and free newspapers**

- Reviewed letter from homeowner

**ACC Committee**

- 18 SH has sent notice that garage door will be replaced and painted according to ACC rules
- Follow-up with homeowners who have replaced windows without prior approval

**Landscape Committee**

- no new items to report

**Parking Committee**

- Phase II Black Toyota still parking overnight
- Write President of Phase II letter that owner habitually parks, must cease and desist, will be towed (Dick Saalfeld)

**Streets and Lights****Annual Meeting to be organized**

- Tom Kremen to coordinate activities with Pauly's assistance

**First quarter bulletin**

- RSVPs for HOA Annual Meeting
- Notice for election change
- Change in law requires us to notify homeowners of a number of items, including the rules, schedule of fines, etc.
- Will send them out with 1Q07 Bulletin, ensure we track for end of year
- Architectural control committee to post notice that, despite prior approvals, there is no precedent set. We reserve the right to take legal recourse to require compliance.
- In clear, big, bold letters:
  - Unattended dog barking is not acceptable
  - Laundry on balconies is unacceptable
- Notice that we really need additional homeowners to Volunteer

**Adjourned at 9:15 PM**

**Approved at March 21, 2007 BOD meeting, submitted by David Spellmeyer, Secretary**