

**Hiller Highlands Four Association
Minutes of the Board of Directors, November 17, 2010, Highlands
Country Club**

The meeting was called to order at 7:00 pm by President Cheryl Brodsky. Board members present: Bob Farwell, Herb Holman, Mary Ellen Smee and Gordon Seligson. Committee Chairs present: George Innes and Barbara Schindler.

The minutes for September 15th were approved with revisions.

Correspondence

No correspondence.

Treasurer's Report – Gordon Seligson

The monthly financials were submitted. There were no major issues or deviations from the budget.

The budget for the Welcome Committee was increased to \$1,500.

In order to complete the newsletter, we need the latest version of Acrobat; \$200 of the operating funds was allocated for this purchase.

The Association has been carrying \$2 million of directors and officers liability insurance and this amount has not increased since 1974. The board voted to maintain the current limits. Vote was unanimous.

ACC -- George Innes

45 SH is delinquent on architectural items. A registered letter will be sent to the owner re compliance with architectural standards or lien will be placed against the property.

Installation of seismic gas shut off valves was completed in November at 11 of the 13 HH4 homes that did not have such valves. Of the two remaining homes without valves one owner responded that he had no interest at this time and the other owner failed to respond at all, after repeated attempts to contact him. The original list of homes totaled 14, however the Leightons at 66 Schooner Hill responded that they had recently had a seismic gas valve installed prior to receiving the HH4 offer. The Board approved reimbursement to the Leightons for the amount that HH4 would have otherwise spent to have a valve installed in their home.

Subsequently, all valve installations were inspected by the City of Oakland, and signed permits were issued. I delivered the original signed permits to the owners and kept a set of copies for ACC records. I also have the signed hold-harmless agreements executed by the 11 homeowners.

The total cost for all 11 installations, including permits, was \$4,003.00. Additionally, we reimbursed \$363,90 to the Leightons at 66 Schooner Hill since they had recently borne the expense of having a seismic valve installed before the HH4 offer was made.

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Landscape – Barbara Schindler

Nothing significant to report.

Streets and Lighting – Gordon Seligson

One bad ballast was replaced. No other issues.

CORE –

Eight members completed CORE 3 training. Additional training will be offered in 2011.

Old Business

Landscape RFQ

Responses were received from four vendors on the landscape services RFQ. It was decided to pursue more information on the low bidder and its performance in other projects regarding history of pricing, references and manhours proposed. Once this is completed it will be reported at the next board meeting.

Reserve Study

The reserve study was approved by unanimous board vote.

Neighborhood Watch – Rosemary Paterson

A meeting was held on October 27th. 30 members attended. The next step is to select block captains, place an article in the bulletin and establish the duties of the block captains. Despite City budget cuts, the neighborhood watch program will continue.

New Business

None

4Q Bulletin

Cutoff for articles is December 6th.

Announcements: None.

The meeting was adjourned at 8:50 PM.

The next meeting of the Board is Wednesday, January 17, 2011 at 7:00 PM at the Highlands Country Club.

Respectfully submitted,

Bob Farwell, Secretary