

**Hiller Highlands Four Association
Board of Directors Meeting
Wednesday, January 21, 2015
Highlands Country Club**

The meeting was called to order at 7:05 p.m. by President Robert Farwell. Board members present were Julie Petrini, Vice President, and Walter Schindler, Treasurer. Committee chairs present were Pauly Langguth, CORE and Neighborhood Watch; Janet Saalfeld, Welcome; Julie Petrini, Parking; and Bob Kuzma, Webmaster. The ACC report was via email.

The minutes of the November 19, 2014 meeting were accepted and approved.

Old Business

President Farwell reported that the CC&R re-write committee met and assigned each portion of the document to a committee member. The Committee will meet again on January 30 to go over progress. The goal is to submit a draft to the attorney by early March.

Bob Kuzma updated the Board on the Neighborhood Guard/Video Surveillance Project. He indicated that implementation has been delayed due to issues with the software to run the system computer. Robert Farwell will request help from another homeowner in order to expedite implementation.

In light of the two recent burglaries in the Phase, Bob Kuzma indicated that he will expedite installation of the decoy cameras while continuing to implement the camera system installation and operation.

Robert Farwell will write a letter asking for all homeowners to supply vehicle and license plate information in order to expedite security analysis in the event of a crime in the Phase. Bob Kuzma will supply the Board President with the necessary information for the letter.

Correspondence

Initial correspondence concerning vehicle parking with 36 SH was completed. Further action will depend on homeowner compliance.

Treasurer's Report

Walter Schindler distributed the yearend 2014 Actuals and the 2015 Operating Budget. He noted that \$44,113 was added to the Reserve Account. He is continuing to update reserve requirements by obtaining actual replacement quotes from vendors in order to refine reserve requirements. The reserve fund remains adequately funded.

Walter delivered the Annual Report documents to all HHIV homeowners.

New Business

Janet Saalfeld and Pauly Langguth volunteered to chair the social portion of the Annual Meeting scheduled for April 1st, 2015. More details to follow. Their service was graciously accepted.

Robert Farwell reported that recruitment of new board members was started with letters to 8 homeowners. Responses have been received from four with one affirmative, one tentative and two declining. All interested will be asked to attend the next Board of Director's meeting in March.

Landscape

Barbara Schindler was unable to attend. No issues to report.

Streets and Lights

Everything is operating well. Nothing to report at this time.

Architecture

David Spellmeyer reported via email that outstanding items continue to be addressed by the respective homeowners. No issues at this time.

CORE and Neighborhood Watch

Pauly Langguth reported that CORE met on January 14th, 2015. Quarterly events are scheduled for March, June and September. Each event will have a different purpose.

The March event will be dedicated to gathering an inventory of units that may require evacuation help and ascertain how to gain access to the respective unit in the event of an emergency. The event will include practice with the 2-way radios.

The June event will be dedicated to First Aid preparedness and training.

There will be a City of Oakland exercise on April 25th, 2015. The plan is to setup a command post at 3 Captains Cove.

Updated Rosters were delivered to all units in January.

Welcome

Janet Saalfeld will be welcoming the new owners of 33 Schooner Hill.

Parking

No new issues to report.

As there were no other items, the meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Robert Farwell
President