

**FOREST HILL ASSOCIATION
BOARD OF DIRECTORS MEETING
May 8, 2017**

The meeting was called to order at 7:05 p.m. by Board President, John Farrell, and was adjourned at approximately 8:35 p.m

1. **Notice:**

A copy of the meeting notice was sent on May 1, 2017 to each Director via email posted in the kiosk outside the Clubhouse as well as uploaded on the FHA website.

2. **Quorum:**

Quorum was met. FHA directors present were John Farrell, Mary Keating Sangiacomo, Andrew Sparks, and Dave Yoo. Not present was Stephanie Adams Ryan.

3. **Board Election Matters:** Motion made and unanimously approved to appoint Ai Lien Li and Anthony Woolf as new board directors.

4. **Appointment of Board Officer Positions:**

- a. President: John Farrell
- b. Vice President: Mary Sangiacomo
- c. Treasurer: Anthony Woolf
- d. Secretary: Andrew Sparks

5. **Approval of Committees of the Board:**

- a. **Activities:** Mary (chair), Ai Lien (liaison), Stephanie;
- b. **Architectural Review:** Mary (liaison), Paul Cooper (chair);
- c. **Communications:** Dave Yoo (liaison & chair);
- d. **Finance:** Anthony Woolf (liaison & chair); Eric Buonassisi
- e. **Infrastructure:** Stephanie (liaison), Dan Kelly, chair), Cliff Wong; Katrina Krantz
- f. **Governance & Legal:** Stephanie (liaison & chair), Dena Williams;
- g. **Trees & Landscapes:** Andrew Sparks (liaison), Anthony Woolf, Diane Wara (chair);
- h. **Clubhouse Maintenance:** Rigo Cabezas; (looking for someone to take over so he can retire)
- i. **Clubhouse Committee** - John F. (liaison & chair), Mary Sangiacomo, Anthony Woolf, and others continuing from prior iteration: Bruce Deming, Ai Lien, Sally Kipper, Diane Wara, Katrina Krantz (others?)
- j. **250 Laguna Honda Committee** - Dave Yoo (liaison and chair), Jamie Wong

6. **Approval of Previous Meeting minutes:** The minutes of the Forest Hill Board of Directors' meeting held on April 10, 2017 were voted on and approved by all Directors present. Motion carried.

7. **Clubhouse Discussion:** Bruce Deming led a conversation in which he stated he and the Clubhouse committee have met with some of the board members and have formed a new Clubhouse Committee. Among other guidelines, they are looking to establish different categories for rentals.
- a. High Intensity events
 - b. Regular events, less than 50 people
 - c. Low intensity, 25 or fewer people

8. **Landscape:** No report except to say that Anthony Woolf and Andy Sparks will be new members on the committee. Diane Wara to review current budget and provide the board with a summary.

9. **250 Laguna Honda Committee:**

EEA submitted without geotechnical report. Yoo has been meeting with Christian Church Homes (CCH) as well as Norman Yee at his office and he mediates all meetings.

10. **Treasurer's Report:**

Through one month (8.3% of our new budget year), our income is at 11.15% of our expected annual revenue stream. Expenses are below the prorated budget at 6.7%. The net impact for May is a net **gain of \$20,597.10**, primarily because we book deferred rental income at the end of March as current rental income for the new year in April.

Our Cash Accts balance is **\$262,500** in our Union Bank and First Republic Bank checking and CD accounts. Our NRLOC principal loan balance is \$143,302 Monthly principal and interest payments will be fixed at \$3,074.90 each month after we made a large, one-time principal payment in March 2017.

Highlights of the month - Revenues:

Assessment income jumped after Delinquency Notices were mailed out to late payers in the first week of April. By the end of April, we collected \$123,547.45 in 2017 payments.

We recognize all rental income deferred to FY 2017 in the first month of our new year. This raised our cash rental revenue for April 2016 to \$22,375.00 – 25.6% of our full year rental forecast.

Highlights of the month - Expenditures:

Expenditures for April were 1.6% under budget.

11. **Activities committee:** No report except to say Mary Sangiacomo will be the new chair.

12. **Clubhouse Rental Update:**

- We have 32 rentals on the books for calendar 2017-18 year. – All 32 are member rentals.
- 3 new contracts since the last board meeting
- 2 cancellations since last board meeting.

13. **Garden Club:**

Yen Bachmeier & Kathe Farrell will co-chair the Garden Club for the 2017-18 season.

14. **West of Twin Peaks Update:**

Dena Williams stated at their last meeting SFPUC gave a presentation on how 85% of the water supply in SF is from Hetch Hetchy but 15% is now from ground water. There is a map online on their website that shows whether your property is getting ground water or not.

15. **Other:**

- a. Katrina Krantz spoke about crimes on Castenada
- b. Helen, owner at 9th Avenue discussed a red line that the fire department has abandoned along 9th avenue in the back of homes and she is going to send photos to the fire chief to see if she can get them to come out and remove the lines.

- c. John Buckley spoke about the information he researched about the easement along his property and he would like that information sent out to each FH homeowner.

Respectfully submitted,

Janette Najar