

FOREST HILL ASSOCIATION
BOARD OF DIRECTORS MEETING
October 12, 2015

The meeting was called to order at 7:00 p.m. by Board President, Mark Watts, and was adjourned at approximately 9:05 p.m.

1. **Notice:**

A copy of the notice of the meeting was sent on October 12, 2015 to each Director via email and posted in the kiosk outside the clubhouse.

2. **Quorum:**

Quorum was met. FHA directors present Mark Watts, Diane Wara, Eric Buonassisi, John Graves, Tom Cooke, and Barney Deasy were present. Director Charlene Padovani Kiesselbach was absent.

Actions Taken:

A. The minutes of the Forest Hill Board of Directors' meeting held on September 14, 2015 were voted on and approved by all directors present. Motion carried.

3. **Treasurer's Report:**

At the Halfway Point

- Professional Services category is 9.7% under budget
- Debt Service for the NRLOC and Office expenses are essentially on budget at about 50% and Community/Communications is at 54.6% of the annual budget but on target for the full year budget considering event scheduling
- Personnel expense is at budget (49.7%).

Balance Sheet and Cash Reconciliation (page 6)

- Cash on hand in the checking accounts and CDs amounts to **\$319,378.73**. We will draw on this balance this month and next before we see the early 2016 assessment payments in December. However, we will have enough of a cushion to make another March 2016 principal payment of at least \$65,000 as outlined in the 5 year pay down plan presented last year when we made a \$100,000 principal payment in March 2015. The plan has us making additional \$65,000 principal payments in March for the next 5 years after which the loan will be completely paid (2020).
- The Union Bank loan balance is now under \$349,000 (\$351,325 as of Sept 30).

Motion made, seconded and approved to accept the Treasurer's Report as presented.

4. AirBnB and 444 Pacheco Noise Complaint/Concerns:

1. Paul B.essiere suggested mailing out letter/copy of FHA Agreement to all homeowners to indicate that rental of homes/rooms are not permitted under the current Agreement.
2. Suggestion made to send a notice from the FHA Board to the homes that are in violation of the Agreement.
3. Overwhelming majority of the more than 65 attendees seemed to be against rentals such as Airbnb, a few were on the fence, a couple in favor;
4. Question kept arising: What is legally enforceable? A Legal committee was appointed and will evaluate this on behalf of the Board.
5. Changing the Agreement requires 100% approval by FHA homeowners;
6. Suggestion made to send a letter with the FHA Amendment to 500 Dewy Blvd, 444 Pacheco, and 333 Pacheco, stating they are in violation of the Agreement. The newly appointed Legal committee will work with Mark Watts to draft an appropriate letter;

5. Clubhouse Noise Concerns:

1. Board agreed that there are too many clubhouse rentals occurring and that these rentals are causing an unacceptable disruption of the neighborhood.;
2. Discussion followed regarding the voluntary cancellation of events booked by non-homeowners for dates at least 3 months from today; the newly appointed Legal Committee will assess the legality of cancellations and will draft a letter to be sent to these non-homeowners
3. Discussion was had about being proactive with caterers and a request was made but not voted on to ask caterers to delete the FHCH from their websites.
4. Discussion was had to change the current website to reflect changes made in the motions outlined below. Diane Wara stated she is taking the lead on the website design with a new web designer.. She will incorporate the changes into the new Website;
5. Dirk Schenkkan and Bruce Deming, both lawyers living in FH, volunteered to lead a Legal Committee and to assess upcoming non-homeowner rentals for 2016, to provide guidance on drafting language/letters protecting the FHA while terminating non-member rentals at minimal liability.
6. The following motions were made:
 1. Motion made and approved to immediately cease entering into any new non-member rentals, yes – 5, no – Eric B.
 2. Motion made and approved to terminate, when possible, non-member contracts at least 3 months from 10.12.15. - Unanimously approved.
 3. Motion made and approved to purchase and install an interior sound system for the assembly room that can be used for all amplified

instruments, microphones and mixers so that only the FHA controls the sound level output to the speakers. (Cost estimated at less than \$3500 by Buonassisi) - Unanimously approved.

4. Motion made and approved to hire one uniformed security guard and have them present at events deemed necessary by the board or their designee, (events not needed: memorials; baby showers; small parties) Unanimously approved.
5. Motion made and approved not to allow any cable cars or party buses, on site for any future new rentals. Unanimously approved.
6. Motion made and approved to prohibit outside amplified sound on all future new rentals. Unanimously approved.
7. Motion made and approved to not allow more than 2 rentals on a weekend. (Friday and Saturday), Sunday is considered a weekday with weekday 9pm ending times . Unanimously approved.
8. Motion made and approved to prohibit use of rear outdoor area for bussing on all future new contracts. Unanimously approved.
9. Motion made and approved to immediately remove or dismantle the motion detection flood lights at the back of the Clubhouse. Unanimously approved.
10. Motion made and approved to immediately add a self-closure to the rear kitchen door. Unanimously approved.
11. Motion made and approved to create and post a placard of the Rules of Conduct near the front door for all guests to read. Unanimously approved.

6. **Activities committee** – not given

7. **Architectural Review** – plan was approved to homeowners at 32Mesa, architectural committee approved.

8. **Clubhouse Rental Update** – not given

9. **Communication & Newsletter** – not given

10. **Garden Club** – not given

11. **West of Twin Peaks** – not given

12. **Earthquake Insurance** – continued to 11/9 meeting

Respectfully submitted,

Janette Najar