

FOREST HILL ASSOCIATION  
BOARD OF DIRECTORS MEETING  
February 10, 2014

**Board members present:** Dan McHugh, David Aldrich, Thomas Cooke, Paul Cooper, Eric Buonassisi, Warren Krauss

**Others in Attendance:** Clorinda Aldrich, Harold Wright, John Balestreri, Katie Balestreri, Rigo Cabezas, Mark Watts.

In Diane Wara's absence, Dan McHugh called the meeting to order at 7:00 PM.

**Vice President's comments:**

Dan McHugh announced the annual Board Election for Monday, April 14, 2014. As he is not running for a Board seat again, he has offered to serve as Inspector of Elections. For the process of appointment of the 2014 Inspector of Elections, Dan recused himself from the discussion and temporarily turned the Board Meeting proceedings over to Tom Cooke as acting chairperson.

The remaining Board Members (David Aldrich, Thomas Cooke, Paul Cooper, Eric Buonassisi and Warren Krauss) unanimously voted to appoint Dan McHugh as Inspector of Elections and gave him permission to choose an assistant for the task of vote counting on Election Day. Dan accepted the appointment and thereafter presided over the remainder of the Board Meeting.

The last Board Meeting of the current Board of Directors will be held on 3/10/14. The Election Forum will be held on March 31<sup>st</sup>.

**Minutes:** Draft Minutes of the January 13, 2014, meeting were approved.

**Treasurer's Report:** Eric reported that expenditures overall are slightly under budget. Receivables: From the overall assessment income to be expected, ca. \$ 98,000 were collected in January which brings the 2014 collection to date to \$ 217,606 (as compared to \$ 232,000 at the same time in 2013). Rental income from Clubhouse rentals will not reach the projected total of \$ 33,000 for the current fiscal year.

Overall, with 83% of the fiscal year elapsed, ca. 66% of the expected revenue from assessments and Clubhouse rentals has been collected. Debt service for the Clubhouse renovation loan is on track. The surplus reserve account is currently holding close to \$ 400,000.

The Board unanimously approved the Treasurer's Report.

In the context of budget development for the coming fiscal year, Eric suggested to introduce a separate line item, "Clubhouse Maintenance."

## **Clubhouse Rentals:**

Jutta Lammerts presented a summary of rental contracts from the last Board Meeting in January to today. A total of 4 contracts have been secured, and the Clubhouse has been shown to 9 potential renters. The Clubhouse Reopening Party for San Francisco Bay Area wedding industry professionals on 1/29/14 which Jutta had organized was a great success. Ca. 80 guests attended, 60 of whom had not know of the existence of the Clubhouse before, and the general sentiment was very positive; ca. \$ 5,000 in goods and services were donated (catering, desserts,wine tasting, party rentals, décor, florals, table designs, live music, professional lighting, photography and flyer design) and the total cost to FHA is less than \$ 300.

For the Clubhouse webpage on the “Here Comes the Guide” online advertising site a photo session has been organized to take photos for a virtual tour of the Clubhouse which will be published online. In order to provide adequate decoration for this photo coverage, Jutta has secured photography rights from a couple for their upcoming wedding celebration at the Clubhouse on 2/22/14 in return for a financial contribution by FHA towards the wedding décor (floral décor and rental items). Jutta has agreed to donate her comprehensive wedding coordination services to the couple as well.

## **Advisory Committee Reports:**

### Architectural Review Committee:

Mark Watts reported on homeowner inquiries like construction of fences and remodeling projects, none of them of any major impact on the neighborhood.

Warren Krauss requested an explanation on how the Architectural Review Committee works, specifically as to the issue of infringement on City property. He further requested a committee report of all inquiries handled at every Board Meeting. Warren reiterated that the purpose of the committee is not to take action but to investigate issues and report them currently to the Board so that the Board can decide what is important and what is not and the Board can decide what action, if any, to take. Without objection of the Board, Dan tabled the matter and postponed further discussion to the next Board Meeting.

Paul Cooper announced the formation of a Clubhouse Maintenance Committee which will be co-chaired by John Balestreri and Rigo Cabezas. So far no further FHA members have volunteered to join.

John Balestreri has begun to solicit bids for professional painting of the Clubhouse; the first bid received is by the Cronin company at ca. \$ 20,000.

### Activities:

Dan McHugh reported that the next major party is the Lunar New Year Party in March. Dan Kelly has volunteered to chair this project. After that, the Children’s Egg Hunt in April will follow, organized by the same group of volunteers as in previous years.

### Communications/Newsletter:

David Aldrich plans the next newsletter for mid-April, immediately following the Annual Meeting and Board Election. Election results will be published in this issue; further

articles: the proposed budget for the 2014/15 fiscal year, information on WTPCC by Walt Farrell, and information on the Dewey Circle project.

Infrastructure:

Warren Krauss reported that per communication with City liaison Nick Carr the installation of all speed bumps in the streets surrounding the Forest Hill neighborhood has been approved.

Legal and Governance:

No report.

Trees and Landscape:

No report.

WTPCC:

No report.

There being no further business, the meeting was adjourned at 8:10 pm.

Respectfully submitted,

(David Aldrich)