

**FOREST HILL ASSOCIATION
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS**

October 8, 2018

A copy of the meeting notice was sent on October 1, 2018 to each member of the Board of Directors via email and was posted in the kiosk outside the Forest Hill Clubhouse and uploaded on the Forest Hill Association website.

Forest Hill Association Board of Directors present were: Andrew Sparks, Anthony Woolf, Katrina Krantz, and Stephanie Adams Ryan. Dave Yoo, Rhonda Lesinski, and Patrick Ryan were absent from the meeting.

A quorum being present, the meeting was called to order at approximately 7:00 p.m. by the President of the Board of Directors, Andrew Sparks, and was adjourned at approximately 8:10 p.m. Jamie Wong acted as Secretary of the meeting.

Introduction of Community Manager:

Andrew Sparks introduced Jamie Wong as the new Community Manager of the Association. Jamie will be the new administrative lead for the Association and will be focused on serving the community and improving the Association.

Approval of Previous Minutes:

The minutes of the Forest Hill Board of Directors meeting held on September 10, 2018 were approved by all Directors present. Motion carried.

Dewey Circle Update:

The Greater West Portal Neighborhood Association (GWPNA), and a few other interested neighbors in the extended West Portal community attended the meeting to ask for financial support from the Association and from the Friends of Forest Hill (FOFH) to improve the Circle, including replacing the broken urns. The broken urns have been repaired, replaced and paid for by the FOFH. Jonathan Goldberg from the San Francisco Department of Public Works was present and has a schedule to plant low maintenance and drought tolerant plants and place in the ground. Plans are to clear remaining stumps, order plants, backfill irrigation and install quick couplers/irrigation control boxes with a brass fitting that looks like a spigot which can be hooked up to a hose for water access. This work will start mid November 2018. The Board asked questions and discussion ensued.

Activities Committee Report:

Stephanie Adams Ryan and Katrina Krantz are planning the annual Halloween party Monster Mash which will be held on Sunday, October 28th from 4p-6p. The Summer Party in September was a huge success.

Garden Club Update:

Kathe Farrell discussed the Garden Club chicken salad extravaganza. They are going to have a fall arrangement program and bookfest in November. West Portal bookstore provides books for the event and offers books at a discount. The Garden Club christmas party is in planning phase an this year the event will be a cocktail party.

Landscape Update:

Diane Wara provided a report from the Trees and Landscapes Committee. The budget is in-line with last year. Certain items are over budget such as water. Sewage and water is reported to be higher than usual. Diane Wara will investigate further.

Pacheco Median Update:

Tom Rocca and Tessa O'leary are leading the charge regarding a proposed planted Pacheco median strip and will continue to push for more safety and traffic control around Pacheco.

Treasurer's/Finance Committee Report:

Anthony Woolf provided an update on the Association's financials. The Association ended the 6 month period ending September 30 2018 in a strong financial position. The Association's debt for the clubhouse renovations is now down to \$77,673. The Association has \$199,943 of cash in the bank. The Association's revenue for the 6 month period is in line with last year: \$71,171 vs \$72,154 last year. Looking forward, Mr. Woolf expects to see somewhat higher expenses as tree care is prioritized while making upgrade to the clubhouse, office, and garage. Overall the Association will continue to monitor expenditures to ensure it is tracking with the FY 2019 budget. We're at the 50% mark and will continue to investigate the water and sewage issue.

Adjournment:

There being no further business to discuss, the meeting was adjourned.

Jamie Wong
Secretary of the Meeting