

ITEM V – ASSOCIATION MANAGER’S REPORT

- A. Delinquency ~ Aging Report Summary~ *Board reviewed.*
- B. Bid/Proposals ~ *None.*
- C. Outgoing Correspondence ~ *Reviewed by Board. The Board directed Richard Overhouse to follow-up with the owner of 22663 about the satellite dish cable.*
- D. Incoming Correspondence ~ *None.*
- E. Work Order Activity ~ *Reviewed by Board.*
- F. Action Items ~ *Reviewed by Board.*

ITEM VI – OLD BUSINESS

- Landscaping Improvement Plan – The Board reviewed the plans provided by the designer and directed Richard Overhouse to solicit pricing. The Board also requested that Richard forward web link for Earthcare to Board.
- Trash & Recycling Tote Shed(s) – The Board approved the proposed shed and directed Richard Overhouse to craft a letter to Harbans Kaur about the proposal.
- No Street Parking Signage – The Board approved the proposed signs and locations.
- Mailboxes – Sample mail box installed. Contractor referred by Lori Dow will be used to install remaining mailboxes. Richard Overhouse said the invoice should be sent to CMS for porder the mailboxes.

ITEM VII – NEW BUSINESS

- Newsletter Items
 - > Announce new mailboxes
 - > Reminder about upcoming Annual Meeting
 - > Update on landscaping plan.

ITEM VIII ADJOURNMENT

There being no further business, the meeting was adjourned at 8:30 p.m.

The next board meeting will be the on May 13, 2008 at 6:30 pm at Ken Macon’s.



Silver Oaks West Homeowners' Association

- B. Landscaping Renovations
 - a. Renovation plan will be submitted by Gachina Landscaping.
 - b. Previous plan, from landscape architect, will be reviewed.
- C. Trash Enclosures
 - a. Board wishes to install structures to enclose trash bins for 4-plex. Robert to research and price options.

VI-NEW BUSINESS

- A. Guest Parking
 - a. Homeowner of 4-plex previously requested that 4 guest parking spaces be assigned to residents of the 4-plex, as each unit has a one-car garage. The Board of Directors moved to deny this request and leave all open parking spaces as designated guest parking. **Motion to Deny-Ben Lee, Seconded-Fran Turok, Unanimously Approved.**
- B. Towing Vendor
 - a. The Board of Directors approved Rebello's Towing as contracted towing vendor. **Motion to Approve-Ken Macon, Seconded-Lori Dow, Unanimously Approved.**

VII-OPEN FORUM

VIII-ADJOURNMENT

- A. The next meeting of the Board of Directors shall be Tuesday, August 12, 2008 at 6:30 PM in the common area.
- B. The meeting was adjourned at 8:35 PM.

Minutes Approved as Submitted:

(Signature)

Spoucesea Turbok

(Date)

8/12/08

Silver Oaks West Homeowners' Association

- F. Violations List-The current Violations List was reviewed by the Board of Directors.

V-OLD BUSINESS

- A. Sign (Westridge)
- Board of Directors wishes to have Westridge remove the sign. Robert C. Schwartzter will communicate this to Westridge.
 - Ken Macon reported that the area on which the sign has been installed is actually within his personal property line, per his research with the county.
 - Silver Oaks West will assume responsibility for maintaining the area in question.
- B. Trash Enclosures
- The Board of Directors re-affirmed prior approval of installation of four (4) Tuff-Shed structures to house trash and recycling bins for the four-plex. The existing structures, including posts, parking bumpers and a brick retaining wall, will be removed in order to accommodate the new units. Robert C. Schwartzter will email a photo of the previously approved unit to the Board of Directors. Robert C. Schwartzter will also inquire about colors and whether or not they can be painted to match the existing buildings on-site.

VI-NEW BUSINESS

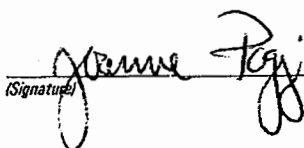
- A. New BBO Laws
- The Board would like a copy of these regulations mailed to all owners.
- B. Fine Schedule
- The Board of Directors motioned to adopt the following Fine Schedule:
- | | | |
|-----------------------|---|---------------|
| First Violation | - | \$ 50.00 Fine |
| Second Violation | - | \$100.00 Fine |
| Subsequent Violations | - | \$100.00 Each |
- Homeowners will be notified of this change, which will be active after 30-days.
- C. The Board of Directors motioned to amend the Rules and Regulations to require full termite inspections as part of any sales package, a copy of which must be sent to Management. **Motion to Modify-Ken Macon, Seconded-Joanne Poggi, Unanimously Approved.**
- D. The next meeting of the Board of Directors shall be Tuesday, November 11, 2008 at 6:30 PM at 22661 Silver Oaks Lane, Cupertino, CA 95014.

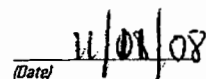
VII-OPEN FORUM

VIII-ADJOURNMENT

- A. The meeting was adjourned at 8:15 PM.

Minutes Approved as Submitted:


(Signature)


(Date)

Silver Oaks West Homeowners' Association

- iii. Installation-will a 'lip' be present at entry once installed? Can a ramp be installed to permit easy removal of trashcans?
- B. Reserve Study
 - a. The Board of Directors was informed of the login/password information for the most recent Reserve Study, as completed by Association Reserves. A hard copy is kept at Community Management Services, but the study may also be viewed online.
- C. 2009 Budget Draft 2
 - a. The Board of Directors discussed and approved the 2009 Budget, reflecting an 11% increase in dues to \$300.00 per unit, per month. Motion to Approve-Ken Macon, Seconded-Lori Dow, Unanimously Approved.
- D. Street Sweeping
 - a. The Board of Directors reviewed a bid from Clean Sweep, Inc. for quarterly street sweeping at a cost of \$145 per visit. Being less than \$500, Robert C. Schwartzter endorsed the form.
- E. Driveway Replacements
 - a. Bids from Draeger Construction for driveway replacements were reviewed. The Board of Directors motioned for no action at this time due to high bid costs.
 - b. The Association will continue when more economically feasible, most likely mid-2009.
- F. Landscape Renovations
 - a. Ken Macon requested a bid to have boxwoods and mulch installed in front of each unit's kitchen window. Robert C. Schwartzter will solicit bids.
 - b. Lori Dow volunteered to research replacement common area lights and benches.
- G. 'Children Playing' Sign
 - a. Robert C. Schwartzter reported that the neighboring association refused to remove sign in question without written proof that it is on Silver Oak West property.
 - b. The position of the Board of Directors is that the sign is on Silver Oak West property, blocks gate access and is a potential liability on the part of the Association.
 - c. Ken Macon inquired as to whether or not Donald's, the current landscaping vendor, tends the irrigation in this area, who is providing irrigation and for how long?

VI-NEW BUSINESS

- A. Financial Review
 - a. A bid for Financial Review, provided by Try Van Sloten CPA, has been approved by the Board of Directors, in the amount of \$1,200. Motion to Approve-Ken Macon, Seconded-Ben Lee, Unanimously Approved.
- B. 22658 Silver Oak Lane-Termite Report
 - a. No action shall be taken on the part of the Board of Directors, as termite damage was never officially reported by the previous owner to either management or the Board of Directors.
- C. Tree Pruning
 - a. A bid from McDermott's Tree Service was approved, in the amount of \$6,520. Motion to Approve-Joanne Poggi, Seconded-Ken Macon, Unanimously Approved.

VII-OPEN FORUM

- A. The Board of Directors held a brief Open Forum session with present homeowners.

VIII-ADJOURNMENT

- A. The meeting was adjourned at 8:30 PM.
- B. The next Meeting of the Board of Directors has been scheduled for February 10, 2009 at 6:30 PM.

Minutes Approved as Submitted:

(Signature)

(Date)

Silver Oaks West Homeowners' Association

BOARD OF DIRECTORS MEETING MINUTES

Meeting Date: November 11, 2008
Meeting Time: 06:30 PM
Meeting Location: 22651 Silver Oak Lane, Cupertino, CA

BOARD MEMBERS

President - Ken Macon
Vice President - Fran Turbok
Secretary - Joanne Poggi
Treasurer - Ben Lee
Director - Lori Dow

OTHERS PRESENT

Robert C. Schwartzer - CMS
See sign in sheet

I-CALL TO ORDER

- A. Following the 2008 Annual Meeting of the Board of Directors, the meeting was called to order by Ken Macon at 7:00 PM,

II-APPROVAL OF MINUTES

- A. The Board of Directors reviewed and approved the minutes from the August 12, 2008 meeting without any changes.
Motion to Approve-Joanne Poggi, Seconded-Lori Dow, Unanimously Approved.

III-COMMITTEE REPORTS

- A. Landscaping
a. The Board of Directors would like the landscaping vendor, Donaldo's, to check irrigation in the courtyard area, as it is regularly very soggy.
B. Architectural-None

IV- ASSOCIATION MANAGER REPORT

- A. Financial
a. Financials-The Board reviewed financials for the period.
b. Aged Delinquency-The Board of Directors reviewed the Aged Delinquency Report for the period.
B. Work Order Status Report-Work Order Status Report was reviewed with no questions.
C. Incoming Correspondence-The Board reviewed Incoming Correspondence for the period.
D. Outgoing Correspondence-The Board reviewed Outgoing Correspondence for the period.
E. Item List-Current Item List report was reviewed with no questions.
F. Violations List-The current Violations List was reviewed by the Board of Directors.

V-OLD BUSINESS

- A. Trash Enclosures
a. The Board of Directors reviewed and approved a bid from The Repair People to raze the existing trash area for the four-plex in preparation for installation of new trash enclosures. Motion to Approve-Ken Macon, Seconded-Fran Turbok, Unanimously Approved.
b. The Board requested that Robert C. Schwartzer research the following prior to ordering previously-approved storage units:
i. Flooring-will enclosure include flooring or will unit rest directly on ground?
ii. Security-will units lock together or can they be secured to the ground?

Silver Oaks West Homeowners' Association

Cupertino, CA 95014

B. Common Area Lighting

- a. Lori Dow reported that the choices for new fixtures have been narrowed to three models, specs for which will be sent to the Board of Directors.
- b. Lori Dow noted that all ballards throughout the site are of different heights.
- c. Pricing will be solicited once a final model has been agreed upon.

VII-OPEN FORUM

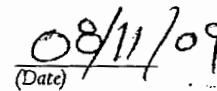
- A. There were no homeowners present.

VIII-ADJOURNMENT

- A. The meeting was adjourned at 20:15.
- B. The next Meeting of the Board of Directors has been scheduled for August 11, 2009-18:30 in the common area.

Minutes Approved as Submitted:


(Signature)


(Date)

