

**The Minutes of the Meeting
of the
Board of Directors
of the
Calabasas Park Homeowners Association**

September 13, 2011

Call to Order

The following are the Minutes of the Meeting of the Board of Directors of the **Calabasas Park Homeowners Association** held September 13, 2011, in Calabasas, California. President Barry Hammond noted a Quorum was present and called the meeting to order at 6:13 p.m.

Board Members Present

Barry Hammond, President; Gerry Kirshbaum, Vice President; David Litt, Treasurer; Jeff Cooper, Recording Secretary; Cathy Bertovic, Dan Scully, Michael Burak, Lisa Wilder, Joe Suriano, Sue Silver, Alex Soteras, Heath Finn, Eileen Sonheim, Don Van Atta, and Richard Sherman. Also present were Ida Worth of Ross Morgan and Company (RMC); and Linda Perret, a Recording Secretary. It was noted that Cal State Northridge student, Elaina Jimchinko, was in attendance to observe the meeting for school credit.

Board Members Absent

Patty Coroalles, Bonnie Sima, Adrienne Brent, Irving Starr, Henry Cespedes, and Vahid Naziri.

President's Message

Barry Hammond thanked Gerry Kirshbaum for putting together the Board Workshop that took place on September 12, 2011. It was a productive and informative evening for the Board.

CPHA Member Comments

There were no Members present.

Approval of Minutes

Richard Sherman moved, Gerry Kirshbaum seconded and the motion carried unanimously to approve the Minutes of the July 12, 2011 Meeting as presented.

Financial Report

Year-End Financial Audit: The draft of the Year-End Financial Audit was reviewed. David Litt moved, Jeff Cooper seconded and the motion carried unanimously to approve the Year-End Financial Audit for the period ending March 31, 2011 with two changes to include removing the settlement fund reference and to revise the maturity dates on investments in the Cash and Cash Equivalent section from “three months or less” to “up to one year or less”; approval is contingent upon Poindexter and Company approving the changes. If the auditor doesn’t approve the changes, the matter will be brought back to the Board.

Reserve Study: The Board reviewed a draft of the Reserve Study. There were a few corrections that need to be made. It was agreed to table the approval of the Reserve Study until next month.

Guest Speaker

Mayor, **James Bozajian** addressed the Board regarding upcoming events in the City. He thanked CPHA for their participation in the Concert at the Lake series over the summer. He stated that City Council will be addressing the issue of coyotes.

Financial Report Continued

The Board received the Financial Statements for the periods ending June 30, 2011 and July 31, 2011. It was agreed to table the approval of the Financial Statements until next month so adjustments could be made.

Management Report

Collection of Assessments: RMC noted that 92% of the budgeted annual assessments have been collected.

Delinquencies: A list of Members who have not paid their annual assessments was presented to Board. Alex Soteris moved, Joe Suriano seconded and the motion carried unanimously to approve proceeding with the pre-lien notices to Members who have not paid their annual assessments.

Lake Access for Commercial Buildings: A request was received from Calabasas Gardens for Lake Access. Richard Sherman moved, David Litt seconded and the motion carried unanimously to refer this matter to the Association’s counsel for review and an opinion.

Prior Business

Park Hacienda Walls: Repairs of these walls is progressing.

Oak Park Bridge: The application to Fish and Game was submitted. RMC will follow up on this matter.

Business Benefit Program: The Committee discussed options for the Business Benefit Program as well as if this program was worth pursuing. Following discussions, Eileen Sonheim stepped down from the Committee. Dan Scully moved, David Litt seconded and the motion carried with nine in favor to appoint Alex Soteras as the Chairperson of the Business Benefit Program. The Committee Members are Alex Soteras, Gerry Kirshbaum and Michael Burak.

The Village at Calabasas: This matter was tabled.

Mutt-Mitt Dispenser: The Board previously approved the purchase of five Mutt-Mitt dispensers but they have not been ordered as the location for the dispensers hasn't been determined. It was agreed that RMC would order the dispensers and the Lake Committee would determine where they should be installed.

New Business

Adoption of the Revised Fishing Rules: Richard Sherman moved, Eileen Sonheim seconded and the motion carried in a 14-1-0 vote, with Joe Suriano opposing, to adopt the Revised Fishing Rules with the elimination of Rule VI.

Property Survey: This matter was tabled until next month.

Lateral Lines in Common Area Greenbelts: This matter was tabled until next month.

Keys for Las Villas Gates: Gerry Kirshbaum moved, Joe Suriano seconded and the motion carried unanimously to approve sending a letter to the Board of Directors of Las Villas Homeowners Association stating that it is recommended that the Las Villas Gates be rekeyed to enable exiting from the Lake and that CPHA will absorb the costs to rekey the lock.

Committee Reports

Governments Affairs: Richard Sherman updated the Board on the topics addressed at the August 24, 2011 City Council Meeting.

Lake Committee: A report on the Lake was received from the City. The lily issue on the Lake is under control. Joe Suriano will look into purchasing a commercial sweeper to be used to clean up the walkways around the Lake.

Capital Improvements: The deadline for suggestions for the school site funds from the Sub-Associations is September 30, 2011. A reminder letter will be sent. The suggestions will be opened and reviewed by the Committee. The Committee's report will be presented to the Board and then recommendations will be made to the City.

Membership Committee: Alex Soteras has joined this Committee.

Social: The breakdown of costs for the 4th of July Fun Run was received.

Committee Chairs are reminded that they should schedule meetings and notify all Committee Members of the meetings.

Executive Session

An Executive Session was held on July 12, 2011 in which the Board discussed legal issues.

Adjournment

The Meeting adjourned into Executive Session at 8:40 p.m.

Next Meeting

The next Meeting will October 11, 2011 at 6:00 p.m. at Founder's Hall.

Approved by:

Barry Hammond, President Date
Calabasas Park Homeowners Association

Linda Perret, Recording Secretary

Jeff Cooper, Recording Secretary Date
Calabasas Park Homeowners Association