

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

January 11, 2011

Call to Order

The following are the Minutes of the Meeting of the Board of Directors of the **Calabasas Park Homeowners Association** held January 11, 2011, in Calabasas, California. President Barry Hammond noted a Quorum was present and called the meeting to order at 7:10 p.m.

Board Members Present

Barry Hammond, President; Gerry Kirshbaum, Vice President; David Litt, Treasurer; Dan Scully, Cathy Bertovic, Vahid Naziri, Michael Burak, Patty Coroalles, Eileen Sonheim, Don Van Atta, Alex Soteras, and Lisa Wilder. Also present were Ida Worth of Ross Morgan and Company (RMC); and Linda Perret, a Recording Secretary.

Board Members Absent

Jeff Cooper, Recording Secretary; Henry Cespedes, Joe Suriano, Irving Starr, Sue Silver, Robert Pope, and Adrienne Brent.

Public Comments and Announcements

Martha Fritz, a candidate for City Council, was present and introduced herself to the Board.

Amendment to the Agenda

Lisa Wilder moved, David Litt seconded and the motion carried unanimously to amend the meeting agenda and approve the addition of two items – Bank of America Parking Issue and The Year-End Audit.

New Business

The Oaks School Site Settlement: Michael Frockman was in attendance to update the Board on The Oaks School Site Settlement, for which he was asked to follow up. He

stated that the funds are still in escrow. The City was allocated four million dollars of which the City plans to use one million for the benefit and improvement of public property with input from CPHA. The remaining three million will go to the general fund. It was agreed to put this matter on the agenda for February and to invite a City representative to attend the meeting.

Approval of Minutes

David Litt moved, Dan Scully seconded and the motion carried unanimously to approve the minutes of the November 9, 2010 Meeting as presented.

David Litt moved, Lisa Wilder seconded and the motion carried unanimously to approve the minutes of the December 14, 2010 Meeting as presented.

Financial Report

The Board received the Financial Statements for the period ending November 30, 2010. The Budget and Finance Committee will have a meeting on January 31, 2011 at 4:00 p.m. at the RMC offices to review the budget for the upcoming year. Dan Scully moved, Gerry Kirshbaum seconded and the motion carried unanimously to approve the Financial Statements for the period ending November 30, 2010. It was agreed that in the future the Board packet would only contain the Balance Sheet and Income Statements. The full financial statements will be emailed to the Board for review.

CPA: David Litt moved, Dan Scully seconded and the motion carried unanimously to approve the hiring of Poindexter & Company to prepare the year End Audit and taxes at a cost of \$2875; and to sign the engagement letter.

Management Report

Board Vacancy: It was announced that Helene Regen is no longer a Homeowner and can no longer serve on the Board.

March Board Meeting: The March Board Meeting has been moved to March 15, 2011.

Procedure: Board Members were reminded that only Committee Chairs should be providing direction to management and not individual Committee Members.

Management will continue to email all Board Members and/or Committee Members.

Prior Business

Update on Lake Sidewalk Repairs: The sidewalks repairs are going well. It is anticipated that the project will be completed within a month.

The Village at Calabasas: New plans have been submitted and sent to the architect.

Board Vacancy: Eileen Sonheim moved, Gerry Kirshbaum seconded and the motion carried unanimously to offer Harold Arkoff the vacant Board seat that is up for reelection

in March 2011. The remaining year on the term vacated by Helene Regen will be filled at the election in March 2011.

Bank of America Parking: Bank of America is utilizing parking on Park Sienna which is creating a dangerous situation. It was agreed that Barry Hammond and David Litt would draft a letter to Bank of America, the City, and City Council regarding the concerns with the parking and traffic issues at Bank of America.

New Business Continued

By-Laws Revision: Dan Scully is requesting the Board consider the following motion to amend the By-Laws and will ask the Board to vote on the amendment at a later date. The motion reads: Motion to amend the current CPHA By-Laws, subject to Membership approval as follows:

5.13 – After the words “Calabasas Park,” in the first sentence, add the words, “to include the Zone 7 portion of CPHA property, but specifically excluded is all other property that is owned by the Calabasas Park Homeowners Association.” In the second sentence, the words, “Board of Directors” are to be removed and the word, “Committee” shall be substituted in its place. The proposed changes shall result in 5.13 reading as follows:

5.13 – Calabasas Park. Notwithstanding any other provision of these by-laws, it shall be the duty only of those directors who are elected or appointed from Calabasas Park (as described above in Section 5.2) and no other director to administer any and all declarations recorded against property in Calabasas Park, to include the Zone 7 portion of CPHA property, but specifically excluded is all other property which is owned by Calabasas Park Homeowners Association.

These persons shall constitute a separate committee for this limited purpose and they shall meet separately as a group at least once every other month and otherwise act in accordance with the provisions of these By-Laws.

A letter of explanation would accompany the presentation to the CPHA members of these proposed changes.

Guest Pass (Non-Members) for Lake Use: A pass for non CPHA members to carry is being developed. This system will be implemented April 1, 2011.

City Council Forum: Candidates who are running for City Council will be invited to the February Meeting. They will be asked to submit a bio prior to the Meeting.

Parkway Calabasas Fountain: Westridge HOA is requesting to meet with a representative from CPHA regarding the fountain on Parkway Calabasas. Patty Coroalles will coordinate with Henry Cespedes and Joe Suriano and will plan a meeting with Westridge.

Annual Meeting: The Annual Meeting is tentatively scheduled for March 29, 2011 at 7:00 p.m. in Founders Hall.

Committee Reports

Social Committee: The Board thanked Patty Coroalles for organizing the Holiday Dinner.

Membership Committee: Eileen Sonheim will take over the Membership Incentive project.

Lake Committee: Proposed signs will be presented at the next meeting. It was noted that the plank has reappeared in the Creek. A letter will be sent to Oak Park HOA asking them to remind their Homeowners not to place items in the Creek for crossing as this is a safety issue.

Executive Session

An Executives Session was held on November 9, 2010 in which the Board discussed legal matters.

Adjournment

The Meeting adjourned at 8:48 p.m.

Next Meeting

The next Meeting will February 8, 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