

**THE MINUTES OF THE GENERAL SESSION
OF THE
BOARD OF DIRECTORS
OF THE
CALABASAS PARK HOMEOWNERS ASSOCIATION**

April 21, 2009

CALL TO ORDER

The following are the Minutes of the General Session of the **Calabasas Park Homeowners Association** held on April 21, 2009 in Calabasas, CA. Vice-President Dan Scully noted a **Quorum** was present and the meeting was called to order at 6:33 pm.

BOARD MEMBERS PRESENT

Gary Klein, President; Dan Scully, Vice-President; David Litt, Treasurer; Jeff Cooper, Recording Secretary; Harold Arkoff, Cathy Bertovic, Henry Cespedes, Martin Glatt, Barry Hammond, Gerry Kirshbaum, Vahid Naziri, Robert Pope, Helene Regen, Minette Sellung, Sue Silver, Eileen Sonheim, Irving Starr, Lisa Wilder, and Joe Suriano.

BOARD MEMBERS ABSENT

Alex Soteras, Don Van Atta

OTHERS PRESENT

Ida Worth, Ross Morgan & Co and Gwendolyn Jones, Recording Secretary

LAKE LIGHTING/ STEVE BALL, CITY OF CALABASAS

Steve Ball, of the City of Calabasas, provided an overview of the project to replace the Lake Lighting system. Steve noted that the system is over 35 years old and repair costs have increased substantially over the last 4 fiscal years, from \$6K in the 2004/2005 fiscal year to \$21K in the 2007/2008 fiscal year, and already \$13,942 expended in 2009. An independent consultant with expertise in lighting was hired to assess the system. Plans have been submitted and approved by the City.

Steve noted there is a common wire problem affecting the power source to the light strand which requires total reconstruction, and the estimated cost of the reconstruction of the light strand is \$16K. Steve noted that the Association may be due a reimbursement of overage charges between \$55 and \$100 per hour, in response to a question regarding Innovative Electric's rates and billing. Steve explained that Innovative Electric is paid through District 22 because the HOA owns the lights. A question was raised regarding whether the replacement system must meet the City's standards or if the Association can take the most cost effective approach. Steve noted that the replacement system must meet all applicable City codes. It was noted that once the replacement system is in place, the city will have the responsibility for on-going repair and maintenance.

CPHA COMMENTS

Dan Scully presented Gary Klein with a plaque for his service as CPHA President. Dan also welcomed new members to the Board.

ADJOURN AND RECONVENE

The meeting adjourned to Executive Session at 7:07 pm to discuss legal and/or contractual matters. The General Session reconvened at 7:39 pm.

CPHA MEMBER COMMENTS AND ANNOUNCEMENTS

No members were present.

APPROVAL OF MINUTES

General Session

Tuesday, March 10, 2009

Robert Pope motioned at 7:40 pm to approve the 3/10/2009 General Session Minutes. Minette Sellung seconded the motion.

The motion carried in the following vote: Harold Arkoff- Abstain, Cathy Bertovic - Yes, Henry Cespedes - Yes, Jeff Cooper - Abstain, Martin Glatt - Abstain, Barry Hammond, Yes, Gerry Kirshbaum - Yes, Gary Klein - Yes, David Litt - Yes, Vahid Naziri - Abstain, Robert Pope - Yes, Helene Regen - Yes, Dan Scully - Yes, Minette Sellung - Yes, Sue Silver - Yes, Eileen Sonheim - Abstain, Alex Soteras - Not Present, Irving Starr - Yes, Joe Suriano - Abstain, Don Van Atta - Not Present, Lisa Wilder - Yes

ELECTION COMMITTEE REPORT

Following discussion of election issues with legal counsel in Executive Session, the items raised by Gerry Kirshbaum in a prior e-mail communication were addressed. Gerry Kirshbaum motioned at 7:49 pm to 1) adhere to the By-Laws for elections; and 2) ratify the election of Joe Suriano.

David Litt seconded the motion.

The motion carried in the following vote: Harold Arkoff - Yes , Cathy Bertovic - Yes , Henry Cespedes - Yes, Jeff Cooper - Yes , Martin Glatt - Yes, Barry Hammond - Yes, Gerry Kirshbaum - Yes, Gary Klein - Yes , David Litt - Yes, Vahid Naziri - Yes , Robert Pope - Yes , Helene Regen - Yes , Dan Scully - Yes , Minette Sellung - Yes, Sue Silver - Yes , Eileen Sonheim - Yes, Alex Soteras - Not Present, Irving Starr - Yes, Joe Suriano - Yes, Don Van Atta - Not Present, Lisa Wilder - Yes

INTRODUCTION OF CANDIDATES

Gary asked the Candidates for the Officers of the Board to introduce themselves and speak briefly to their qualifications:

Candidates for President:

Dan Scully and Robert Pope.

Candidates for Vice-President:

Minette Sellung, Helene Regen and Irving Starr.

Candidate for Treasurer:

David Litt.

Candidate for Secretary:

Jeff Cooper.

ELECTION OF OFFICERS

Ballots were tabulated by Ida Worth, who announced the following new Officers, as elected: President - Robert Pope; Vice- President - Helene Regen; Secretary - Jeff Cooper; and Treasurer - David Litt

FINANCIAL REPORT

David Litt provided an overview of the financials highlighting the following:

- Cash Reserves fluctuates from \$1.4M to \$1.8M
- Review of delinquencies
- Three Associations pay assessments monthly
- Costs for Security/Park Control, currently \$19K, will be higher in April due to new security service provider, effective April 1, 2009.
- There are six CD's that are now due. David would like to schedule a Budget and Finance Committee meeting prior to making a reinvestment decision. Gary Klein asked David to have the Finance Committee explore what would happen if City/LMD22 funds are withdrawn from the maintenance of the lake. Robert Pope suggested Gary's request be added as an agenda item.
- Helene Regen requested that line item for Miscellaneous Administrative Expenses be reviewed for possible reallocation. Ida Worth noted that she already has this in progress.

Helene Regen motioned at 8:31pm to approve the Financial Statements dated February 28, 2009 and March 31, 2009.

David Litt seconded the motion. The motion was discussed. A question was raised concerning delinquent assessments reflected as a negative balance. Ida noted the question for follow-up. The motion carried in the following vote: Harold Arkoff- Yes, Cathy Bertovic - Yes, Henry Cespedes - Not Present, Jeff Cooper - Yes, Martin Glatt - Yes, Barry Hammond - Not Present, Gerry Kirshbaum - Yes, Gary Klein - Yes, David Litt - Yes, Vahid Naziri - Yes, Robert Pope - Yes, Helene Regen - Yes, Dan Scully - Yes, Minette Sellung - Yes, Sue Silver - Yes, Eileen Sonheim - Abstain, Alex Soteras - Not Present, Irving Starr - Yes, Joe Suriano - Yes, Don Van Atta - Not Present, Lisa Wilder - Not Present

MANAGEMENT REPORT

Ida Worth received a follow-up letter from a homeowner requesting that the Association share costs associated with repairs of a lateral sewer line. Ida forwarded the homeowner's letter to the City's Public Works Division who responded that the issue rests with the homeowner and the CPHA. Robert Pope suggested a letter be sent to the homeowner with the recommendation to contact the County of Los Angeles.

PRIOR BUSINESS

Revisions to Restated By-Laws

Deferred to the next meeting after the new committee has had an opportunity to form.

McCoy Creek

A suggestion was made to move discussion to Executive Session due to prior threats of litigation. Helene Regen passed along an older proposal to remove the bridge and leave footings in place.

Lake Lighting

Previously discussed.

Verizon Cell Site (Park Belmonte)

Jeff Cooper noted that a conditional letter was signed, subject to the landscaping plan and paint. No schedule yet for completion.

NEW BUSINESS

Explanation of Committees

Gary noted that anything a committee is working on is usually brought through as a proposal or recommendation for the Board for vote on.

Committee Selections

Committees were formed and organized, and Committee Chairs will be selected by the Committee members at their respective initial meetings.

Encroachment on Common Area at 4501 Park Serena

After the pool was installed, the homeowner added a walkway which encroaches into a common area in Classic Calabasas. David Litt noted that he met with the homeowner and his architect and there was no mention of the walkway in their original discussions but acknowledged that the walkway does appear on the homeowner's plans.

After further discussion of the walkway, Jeff Cooper motioned at 9:09 pm that the Encroachment on Common Areas at 4501 be discussed by the Environmental Control Committee at its first meeting toward making a recommendation.

Dan Scully seconded the motion and the motion was discussed. Harold Arkoff objected to discussing the issue at the committee level and requested that his objection be noted. Irving Starr expressed that the walkway should remain in place. Ida noted the owner has been cooperative.

The motion carried in the following vote: Harold Arkoff- Yes, Cathy Bertovic - Yes, Henry Cespedes - Not Present, Jeff Cooper - Yes, Martin Glatt - Yes, Barry Hammond - Not Present, Gerry Kirshbaum - Yes, Gary Klein - Yes, David Litt - Yes, Vahid Naziri - Yes, Robert Pope - Yes, Helene Regen - Yes, Dan Scully - Yes, Minette Sellung - Yes, Sue Silver - Yes, Eileen Sonheim - Abstain, Alex Soteris - Not Present, Irving Starr - Yes, Joe Suriano - Yes, Don Van Atta - Not Present, Lisa Wilder - Not Present

Update on Website - Jeff Cooper

Jeff noted that website updates are typically done within 48 hours. Anyone with a suggestion for something to be added should forward the information to Jeff.

COMMITTEE REPORTS

By-Laws Committee - Gerry Kirshbaum

The committee will convene next week.

Environmental Control Committee - Gary Klein

No updates.

Security Committee - Dan Scully

Dan noted the Security company is doing a good job.

Lake Committee - Helene Regen

Helene noted that spraying for the gnat problem will be done after the mating season.

Landscape Committee - Henry Cespedes

No report.

Capital Improvements Committee - Jeff Cooper

Jeff sees great opportunity for future improvement with the MOU and would like to focus on how the MOU can be structured.

Govt Affairs Committee - Robert Pope

Robert noted that the committee doesn't meet very often because most of their work is accomplished in the Board Meetings.

Social Committee - Minette Sellung

Minette suggested holding an inexpensive social so that Board Members can get to know one another. Minette also suggested that Senior Members volunteer to assist New Members in getting up to speed. It was noted that various forms of mentoring are already happening.

Membership Committee

A suggestion was made to hire a facilitator for a Saturday meeting to help with intra-Board communications. Minette agreed to look into a facilitator.

Lighting Committee

Helene asked if a section of 30-40 lights, which are not in need of repair, can be added to the bid request so there is conformity when the new lighting is put in. The question was noted for the lighting committee.

COMMITTEE REPORTS

Robert Pope suggested that Senior Members or existing Chairpersons organize at first opportunity to elect their new Chairpersons.

GENERAL MEETING TIME

The Board agreed to move the General Session up to 7 pm on the 2nd Tuesday of the month. Robert asked that any adjustments to meeting dates and/or times be made as early as possible.

ADJOURNMENT

There being no further business before the Board, Robert Pope motioned to adjourn the General Session at 9:30 pm and convene the Executive Session.

Robert Pope, President Date
Calabasas Park Homeowners Assoc

Jeff Cooper, Secretary Date
Calabasas Park Homeowners Assoc

Gwendolyn Jones Date
Recording Secretary