

**HERITAGE GROVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS ANNUAL HOA MEETING**

Thursday, February 7, 2019 7:00 P.M.

BOARD MEMBERS

Christina Aitchison	President
Gary Berg	Vice President
Nicole Napiltonia	Director

OTHERS PRESENT

Shawn Cabral	Compass Management Group, Inc.
Greg Dilorinzo	Alpine Landscapes
Charles & Carolyn Davis	129 Regent Drive
John & Kristen Leckrone	130 Regent Drive
Mike Yaghmai	121 Regent Drive
Lydia Norcia	124 Regent Drive
Dina Chaichian	127 Regent Drive
Dana Marcus	104 Ayala Court

ITEM I – Call to Order

The meeting was called to order at 7:00 P.M. by Association Manager Shawn Cabral at 136 Regent Drive, Los Gatos, CA. 95032.

ITEM II – Open Forum

The Board of Directors held Open Forum where homeowners had the opportunity to address the Board with any questions, comments or concerns. The items of discussion held during the Open forum portion of the meeting included: lower orchard enhancements, joined fence with Blossom Hill neighbor (new lattice), three (3) center island improvements and historical sign replacement.

ITEM III - Minutes

The Board of Directors reviewed the meeting minutes of November 1, 2018. **Action:** *After a brief Board discussion, Gary Berg moved to approve the meeting minutes of November 1, 2018, seconded by Nicole Napiltonia, approved unanimously by the Board of Directors.*

ITEM IV – Reports

- A. **President’s Report** – Christina Aitchison has nothing new to report at this meeting.
- B. **Landscape Report** – Christina Aitchison mentioned there is a proposal on the agenda from Alpine Landscapes to review at this meeting for the lower orchard area landscape enhancement project (phase I). Christina mentioned the three (3) center islands which were recently enhanced look great.

ITEM V - Management Report

- A. **Financial Summary** – The Board of Directors reviewed the unaudited Financial Statements for the months and year-to-date ending January 31, 2019. Management informed the Board that the Association is \$1,379.96 under budget through the first one (1) month of the fiscal year. **Action:** *After a detailed Board discussion, Christina Aitchison moved to transfer \$5,000.00 from the City*

National Bank operating account (1013) to the City National Bank reserve account (1021), seconded by Gary Berg, approved unanimously by the Board of Directors.

- B. **Delinquency Report** – The Board of Directors reviewed the Open Balance Aging and Delinquency Report ending January 31, 2019. Management informed the Board there are no delinquent homeowners as of this meeting. No action was required by the Board.
- C. **Contact & Work Order Reports** - The Board of Directors reviewed the Contact & Work Order Reports for the period ending February 1, 2019. No action was required by the Board.
- D. **2019 Quarterly Projects & Landscape Calendars** – The Board of Directors reviewed the 2019 quarterly projects and landscape calendars prepared by Alpine Landscapes. No action was required by the Board.

ITEM VI – Board Business

- A. **Proposal from Alpine Landscapes – Lower Orchard Improvements**– The Board of Directors reviewed a proposal from Alpine Landscapes in the amount of \$14,826.99 for the lower orchard area improvements. *Action: After a very detailed & thorough Board discussion, Nicole Napiltonia moved to approve this proposal in the amount of \$14,826.99 contingent upon the proposal from Alpine Landscapes no more than 20% over the cost of \$14,626.99 to restore the lower orchard back to its original condition, seconded by Christina Aitchison, approved unanimously by the Board of Directors.* If the proposal exceeds 20% then the original proposal for \$14,826.99 is approved.
- B. **Proposal from Marketshare Inc. to Custom Fabricate Historical Sign** – The Board of Directors reviewed a proposal from Marketshare Inc. in the amount of \$1,212.50 to replace the historical board signage. *Action: After a detailed Board discussion, Gary Berg moved to split the cost in the amount of \$606.25 with the Town of Los Gatos, seconded by Nicole Napiltonia, approved unanimously by the Board of Directors.*
- C. **Discuss Fence Issue Between HOA and Homeowner on Blossom Hill Road** – The Board of Directors discussed the fence lattice which was finally installed from the homeowner on Blossom Hill Road. No action was required by the Board.

ITEM VII – Standard Items

- A. Next Meeting Date: Meeting on Thursday, May 2, 2019 @ 7:00 P.M. 136 Regent Dr.
- B. Newsletter Items: Management agreed to email out a newsletter reminder to the Board on February 15th.

ITEM VIII - Adjournment

Being no further business before the Board of Directors at this time, the Board unanimously approved a duly made and seconded motion to adjourn the meeting at 8:50 P.M.

Approved by the Board of Directors:
Board Member

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Date

5/2/19