

**CARRIAGE HILL RESIDENTS ASSOCIATION
BOARD OF DIRECTORS MEETING
April 14, 2009
Carriage Hills South Clubhouse, Richmond, CA**

Present: Alan Heynssens, Kaye McKleroy, Judie Lowman, Lin Conrad, Sharon Collins

Absent: None

Management: Not Present

Members: None

Guests: None.

1. 1. CALL TO ORDER: The regular session was called to order at 6:15 PM by President Kay McKleroy following Executive Session.
2. FORUM – None
3. APPROVAL OF MINUTES: MSC (Lowman/Heynssens) to accept minutes of March 17, 2009, Regular and Executive Session. Conrad abstained.
4. Hearing Results from March 17, 2009 Meeting:
 - 5069 Buckboard – no fine
 - 5362 Conestoga – hearing on 5/20/08 for same violation. Automatic \$100 fine for repeat offense within 18 months
 - 5400 Hackney – no fine. Additional information required from complainant and corroboration re: barking complaints
 - 5291 Carriage – fine \$100 as did not submit a timeline for painting house as promised at previous Hearing
5. FINANCIAL REPORT
 - a. M/S/C (Lowman/Heynssens) to accept Balance Sheet, Charges and Expense Summary, Expense Detail.
 - b. Board agreed to not send newly noted delinquent owners to ASAP Collection Services until further review.
 - c. ASAP case # 09-03266 (5234 Buckboard) was not approved by Board. Owner paid. M/S/C (Lowman/Conrad) to require CIMS to pay outstanding fees to ASAP and remove from collections.
 - d. ASAP case # 09-03276 (5470 Conestoga) was not approved by the Board. M/S/C (Lowman/Conrad) to require CIMS to pay outstanding fees to ASAP.
 - e. ASAP case #09-02449 (5495 Hackney Ln.) M/S/C (Lowman/Conrad) to require CIMS to pay outstanding fees to ASAP and removing fines and late fees.
 - f. M/S/C (Lowman/Heynssens) to accept Delinquent Report and Resident Transaction Report subject to CIMS response to items c and d and e.

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6. COMMITTEE REPORTS

- Landscape Committee - L. Conrad to request new proposal for 5401 Hackney clean-up to include periphery only. MSC (Conrad/Lowman) to approve estimate, dated April 10, 2008 (wrong year on proposal, date 4-10-09 at bottom of proposal) to perform a 16 foot fire break behind homes for Parcels A and B at a cost not to exceed \$3020.00. ~~(\$1250.00 submitted by D&H Landscaping to remove and discard weeds and dirt from V-ditches in Parcels A & B and create a 2 to 3 foot swath on either side of ditches was approved in April, 2008 (information only)~~
- Community Liaison Report – McKleroy reviewed Neighborhood Council community updates and communicated via newsletter to owners.
- Architectural Review Committee – A. Heynssens reported receiving and approving applications from 5308 Coach (painting) and 5248 Carriage (solar panels).

7. OLD BUSINESS & NEW BUSINESS

- Fast Signs – M/S/C (Conrad/Lowman) to approve estimate #48-9442 dated April 6, 2009 to replace letter 'C' (Gold/beige on reflex blue) and paint remaining letters to match at a cost not to exceed \$950.00. C. Ladd from CIMS approved proposal April 8, 2009. Deposit required.
- 5461 Carriage Dr. M/S/C (Lowman/Conrad) – to drop lawsuit as long as owner complies with City of Richmond and CC&R's. Board to monitor.
- Interviews with Advance Property Management and Association Communications Inc. M/S/C (Lowman/Heynssens) to hire Association Communications, Inc effective June 1, 2009. M/S/C (Lowman/Conrad) to terminate CIMS, 'with cause' effective May 1, 2009, providing a 30 day 'with cause' cancellation of contract.

8. SITE INSPECTION LOG/VIOLATION NOTICE LOG – Reviewed.

9. ADJOURNMENT – 9:30 pm

Respectively submitted, Sharon Collins, rotating Secretary