

**EMERALD HILLS HOMEOWNERS ASSOCIATION, INC.
MINUTES OF BOARD OF DIRECTORS MEETING**

May 13th, 2009
Fire Station #19, 4091 Jefferson Avenue, Emerald Hills, CA
7:35 pm

The following are the minutes of a meeting of the Board of Directors (the "**Board**") of Emerald Hills Homeowners Association, Inc., a California corporation (the "**Association**" or the "**EHHA**"). The meeting was held on the date and at the time referenced above. Attending the meeting were Directors Michael Mangini, Jay Roses, Carl Touhey, John Raleigh, Mike Sherman, Marline Underwood, Tom Brouchoud, and Tim Farrar. Director Joe Foraker was absent. In addition, community member Nancy Mangini and Jan Molvar were present. Nancy Mangini acted as Secretary and kept the minutes of the meeting.

A quorum being present, the meeting was called to order.

The Agenda was read and approved.

1. Visitor Forum (Comments) / Member Input.

Nancy Mangini commented that Erica Adams, the County Design Review Officer for Emerald Hills, had recently approved the construction of a basement addition in Emerald Hills, something that had not been possible when the Design Review Committee had been considering such requests for the previous 15 years. She applauded the "standardization of rules" being implemented by the County now that local political pressures were no longer a factor in Design Review decisions.

2. Announcements.

Director Mangini announced that he had prepared and brought Director binders and Policy Books for the newly elected members of the EHHA Board – all of whom were present to receive them.

3. Correspondence.

Director Mangini reported receipt of more donations in the green envelopes mailed out with the last newsletter and the receipt of a variety of notices from the County Building and Planning Department on upcoming projects and tree-removal permit requests, which were given to Director Raleigh for any required follow-up.

4. Approval of Past Meeting Minutes.

MOTION: Director Touhey moved to approve the April 8th, 2009 Board meeting minutes as submitted by community volunteer, Nancy Mangini.

SECOND: Director Sherman seconded.

Motion approved.

5. Treasurer's Report.

Director Farrar reported that with the donations received since his last report at the Annual Meeting in March 2009, the current cash balance was \$3,755.62. He further recommended that a full budgeting process be undertaken at the June meeting of the EHHA Board to determine the best use of the organization's resources for the upcoming year.

6. Secretary Position

Director Underwood declined nomination as Board Secretary. Director Mangini then suggested that the duties of the position be split into two categories - Corresponding Secretary to manage official correspondence for the Board and Recording Secretary to record and prepare meeting minutes. After some discussion, the Board agreed to the recommendation and Director Roses was nominated and elected to the position of Corresponding Secretary. Community volunteer, Nancy Mangini, was asked to take over the duties of Recording Secretary and agreed to do so.

As part of the discussion, it was suggested that the Board hold fewer in-person meetings and transact most Board business on-line due to the repetitive nature of the topics addressed. To address this concern, it was recommended that the Board meetings become more "topical", inviting speakers to address issues and concerns of interest to the community as a whole and that the Board advertise those speakers actively to encourage more widespread member participation. Director Mangini volunteered to become Program Chairman for this initiative, noting that he would follow-up with County Building and Planning for an update on Design Review in Emerald Hills, County Public Works for a schedule of planned activities in the area, and the Measure E Committee for a post-election follow-up.

7. Community Event Report

Events Committee Chair Touhey reported that the Community Picnic will take place on Saturday, September 12, 2009 at the Elks Club, from 1 – 5 pm, although he was still negotiating the cost.

MOTION: Director Sherman moved that the EHHA Board authorize the Events Committee to negotiate with the Elks Club and sign a contract on behalf of the Board for the Community Picnic Venue in an amount not to exceed \$300 and to report back to the Board any information gathered about cost and availability of food for the event.

SECOND: Director Raleigh seconded.

Motion approved.

Discussion ensued about the possibility of a modest charge for the food this year, given the scarcity of resources and the probability that the food will not be donated as it was last year. Director Mangini volunteered to make one last attempt to contact the Emerald Market about participation in this year's picnic event and report his result to the Events Committee so that Director Touhey could include information about a possible ticket price in his Community Picnic article to be published in the Summer edition of the Emerald Hills Review.

8. Website

Director Sherman reported that there had been minimal activity over the past month on the Website given other community concerns, such as tax time, etc. In response to the suggestion that people who performed a “search” on Google for the website were sent to the wrong address, he acknowledged it was a problem and said he would look into getting Google to “point” to the correct web address.

9. Newsletter

Director Mangini reported that he and Newsletter Editor Adriana Botto were scheduling the next publication of the Emerald Hills Review for mid-July; that the Board would need to authorize the purchase of a new batch of green remittance envelopes; and that the issue would cost approximately \$1400 to produce and mail.

Discussion ensued about writing assignments and probability of receiving ad revenue to underwrite the cost of the publication.

MOTION: Director Brouchoud moved to authorize funds for purchasing remittance envelopes

SECOND: Director Raleigh seconded.

Motion approved.

MOTION: Director Farrar moved to authorize funds for publishing the next issue of the Emerald Hills Review subject to receipt of \$1500 in ad revenue by the end of May, 2009.

SECOND: Director Raleigh seconded.

Motion approved.

Discussion followed about anticipated newsletter contents, possible advertisers, timing and logistics for the publication. All articles for the Summer Issue of the Emerald Hills Review need to be submitted to Adrianna Botto by June 6, 2009.

10. For the Good of the Order

The next Meeting of the EHHA Board is scheduled for Wednesday, June 10th 2009 at 7:30 pm at the same location.

Adjourn. 9:30 pm

Respectfully submitted,

Nancy Mangini
Recording Secretary

DRAFT