

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

June 10th, 2009  
Fire Station #19, 4091 Jefferson Avenue, Emerald Hills, CA  
7:30 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, Carl Touhey, Joe Foraker, Mike Sherman, Tom Brouchoud, and Tim Farrar. Director Jay Roses, John Raleigh, Marline Underwood were absent. In addition, Jan Heinemann, Mel & Marguerite Casey, Adrianna Botto, Nancy Mangini, and 10 other community members were present. Nancy Mangini 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.**

None offered.

**2. Announcements.**

Director Mangini announced that Director Underwood was delayed in Las Vegas and would not be able to attend the meeting in person, but could telephone in if her participation was needed for a quorum to be achieved.

Director Farrar announced that he would have to leave after giving his Treasurer's Report and gave his voting proxy to Director Mangini should it be required.

**3. Correspondence.**

Director Mangini reported receipt of a variety of notices from the County Building and Planning Department on upcoming projects and tree-removal permit requests, which were held to be given to Director Raleigh for any required follow-up.

**4. Approval of Past Meeting Minutes.**

**MOTION:** Director Touhey moved to approve the May 13th, 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 the current cash balance was approximately \$2,600, with an additional \$2,000 received from newsletter advertisers. He further noted that with this advertisement revenue, publication could go forward without substantial negative impact to the ability of the organization to sponsor a Second Annual Emerald Hills Community Picnic in September 2009.

## **6. Speaker Program**

Erica Adams, Design Review Officer from the San Mateo County Planning Department, gave a presentation outlining the current requirements for passing Design Review in Emerald Hills. She noted that, as of January 2007 when the Design Review Committee was dissolved by the Board of Supervisors, applications for building permits requiring Design Review, i.e., those involving new construction or major remodels with significant exterior work - are submitted to the Design Review Officer for approval. She detailed the steps applicants need to follow to successfully navigate the Design Review hearing process and highlighted those points in the process where neighbors can offer input into the final decision.

Responding to a question about results of the 2008 Design Review Community Survey, Ms. Adams said that because only 18% of residents responded to the survey, the County Planning Department would maintain the status quo for now. Board President Michael Mangini then added that community workshops facilitated by the Peninsula Conflict Resolution Center had been budgeted by the County to take place in FY 09/10, but that the downturn in the economy had resulted those plans being put on hold.

In closing, Ms. Adams urged neighbors in Emerald Hills to talk with each other to achieve agreement on project details before building permits are issued, and thus avoid neighborhood discord after projects get underway.

## **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, and that the total cost for the venue would be \$150 for the bartender.

Discussion ensued about ways to recoup costs for food this year as two local merchants offered to provide food at cost, but could not donate it due to current economic conditions. Director Touhey noted volunteers were needed to help place signs, set up, serve, and cleanup.

**MOTION:** Director Brouchoud moved to sell tickets to the Community Picnic priced at \$5 for adults and \$3 for children under 12 years old.

**SECOND:** Director Foraker seconded.

Motion approved.

## **8. Website**

Director Sherman reported that he could set up an Evite for the Picnic for those members on the email list and link with PayPal to sell tickets, but would need to coordinate the effort with Director Farrar (who had left the meeting).

## **9. Newsletter**

Director Mangini reported that three ads had been sold for the July issue of the Emerald Hills Review, confirmed writing assignments and submission deadlines with Newsletter Editor Adriana Botto, who attended the meeting, and announced that the July Board meeting would be dedicated to finalizing preparations for the picnic, preparing the newsletter for mailing, and a preliminary discussion of the organization budget.

## **10. For the Good of the Order**

The next Meeting of the EHHA Board is scheduled for Wednesday, July 8<sup>th</sup> 2009 at 7:30 pm at the same location.

**Adjourn.** 9:15 pm

Respectfully submitted,

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Nancy Mangini  
Recording Secretary

