

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

January 12, 2011
Fire Station #19, 4091 Jefferson Avenue, Emerald Hills, CA
8:00 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, John Raleigh, Tom Brouchoud, Tim Farrar, Mike Sherman, and Marline Underwood. Directors Costantini, and Roses were absent. In addition, community members Jan Molvar and Nancy Mangini were also present. Nancy Mangini volunteered to keep the minutes of the meeting in the absence of Board Secretary Costantini.

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

The Agenda was read and approved.

1. Visitor Forum (Comments) / Member Input.

Community Member Nancy Mangini reported that the bank of Cordilleras Creek has collapsed alongside the road, which had been closed for emergency repairs. In addition, PG & E was conducting an extensive gas main replacement at the Edgewood Road junction of the street, although it was unclear what the goals of the work were.

2. Announcements. Director Touhey announced that Emerald Lake would open its application process for the 2011 summer season online on February 1st and expected to be fully subscribed by February 3rd.

3. Correspondence.

Director Mangini reported receipt of a variety of notices from the County Building and Planning Department on requested building and tree removal permits in the area, which were given to Director Raleigh.

4. Approval of Meeting Minutes.

MOTION: Director Farrar moved to accept the minutes for the November 10, 2010 meeting and table acceptance of the June 2010 meeting in the absence of Director Costantini.

SECOND: Director Sherman seconded.

Motion approved.

5. Treasurer's Report.

Director Farrar reported that organization had a bank balance of approximately \$2200 in cash and \$1000 in collectables from advertising revenues, resulting in an overall loss of \$760 for the organization 2010. To counteract the downtrend in reserves, Farrar stated that the Board needed to secure a minimum of \$2,000 in advertising revenues for each issue of the newsletter in

2011, an effort that will require each Board member perform some outreach to merchants serving the residents of Emerald Hills, irrespective of the business location.

MOTION: Director Sherman moved to accept the Treasurer's report and authorize a change in Board policy to expand advertising revenue sources to merchants located outside Emerald Hills but which serve the Emerald Hills Community.

SECOND: Director Brouchoud seconded.

Motion approved.

MOTION: Given the state of the finances, Director Farrar moved to repay the EHHA for the \$75 thank-you gift purchased for former Newsletter Editor Adriana Botto with personal contributions by Board Members.

SECOND: Director Mangini seconded.

Motion approved.

6. Newsletter

As interim, volunteer newsletter editor, Nancy Mangini reported that the next edition needed to be completed prior to the Annual Meeting with the exception of the cover story reporting the results of the upcoming election. Thus, deadline for all ads and articles for the Spring Edition of the EH Review will be February 25th, with the final master to be sent to the printer by March 28th and a mailing work party to take place during the May Board meeting.

Content assignments for this issue of the Emerald Hills Review were agreed to be as follows:

- Report on the Annual Meeting and Board Elections by the President
- Article from Carl Touhey on the 2011 season at Emerald Lake
- Article from Tim Farrar on the Treasurer's Report
- Article from the SF PUC on the Hetch Hetchy project progress (?)
- Article from Redwood City Schools from Lisa MacAvoy
- Article from Marshal Wilson on County News
- Ads

7. Picnic Event Debrief

Director Underwood gave the following report on the outcome of the 3rd Annual Emerald Hills Community Picnic:

- 300 participants – best attendance to date
- Saturday after Labor Day – good time for event; kids back in school but summer still here. In 2011, this would be Saturday, September 10th.

- Resident Harry Bondar has volunteered to organize and operate a 10K run the morning of the 2011 picnic which would “kick off” the picnic and be a financially self-sustaining activity for Emerald Hills residents
 - Board members asked Director Underwood to contact Mr. Bondar and ask him to bring a presentation about his proposed activity to present to the Board at the February meeting. If approved, the activity could be announced and promoted at the Annual Meeting in March.
- Recommend rearranging vendor area & reversing entrance where people come in to use stairs instead of the long winding path to ease access to the event
- Recommend retaining the “no charge” for food policy as long as primary costs accounted for by donations and the existing raffle ticket price structure
- Recommend lining up raffle contributions much earlier so that the event, and prizes, could be advertised to increase attendance
- Recommend keeping the band, but asking them to play for a longer period of time

8. Annual Meeting Program

On Tuesday, March 22, 2011, the Annual Member meeting will be held at the PCC and feature the following program:

- 6:30 – 7 pm - Setup
- 7:00 – 7:30 - Sign-in & hand-out of Ballots & Candidate Statements
- 7:30 – 7:45 Welcome & Introduction – Mike Mangini
Treasurer’s Report – Tim Farrar
- 7:45 – 8 pm Speakers from San Mateo County
Supervisor Don Horsley; Liz Hutchins fro Peggy Jenson’s Office;
Jim Eggermeyer from Building & Planning (5 min each)
- 8– 8:30 pm Nominations for 5 Open Positions on the EHHA Board –
Candidate Statements
- 8:30 – 8:50 pm Board Elections; Results Tally; Q&A from the floor
- 9 pm Announcement of Election results. Adjournment.

Director Touhey volunteered to coordinate AV hookup equipment and issues with PCC prior to the Meeting.

9. Nominating Committee

Director Brouchoud agreed report back to the Board at the February meeting on progress recruiting and interviewing candidates.

The next Business Meeting of the EHHA Board is scheduled for Wednesday, February 9th, 2011, at 7:45 pm the same location.

10. Adjourn. 9:30 pm

11. Newsletter Mailing Preparation

Respectfully submitted,

Nancy Mangini
Volunteer Recording Secretary

