

**APPROVED**

**PARKSIDE OF ONE BAYSHORE CONDOMINIUM ASSOCIATION, INC.  
MONTHLY BOARD OF DIRECTORS  
July 28, 2009 MINUTES**

**BOARD MEMBERS PRESENT**

Janet Bley            President  
Corinne Disler      Vice President  
Elizabeth Clifford   Secretary  
Adrienne Garcia     Director

**BOARD MEMBERS ABSENT**

Lori Watson            Treasurer

**MANAGEMENT PRESENT**

Debbie Sainz

- I)    **CALL TO ORDER** – Janet Bley called to order 6:32PM
- II)   **ROLL CALL** – All board members present except L. Watson.
- III) **APPROVAL OF BOARD MEETING MINUTES-June 3, 2009 Special Meeting & June 16, 2009 Monthly Meeting**

Motion by E. Clifford to approve June 3, 2009 special meeting minutes. Seconded by C. Disler. A vote was taken and the motion passed 3-0 (A. Garcia late) (MISC 090701)

Motion by C. Disler to approve June 16, 2009 monthly meeting minutes. Seconded by E. Clifford. A vote was taken and the motion passed 3-0 (A. Garcia late) (MISC 090702)

IV)   **DELINQUENCY UPDATE**

Janet Bley, President, gave an update on the status of the delinquencies. As of July 28, the delinquent assessments were \$116,748. Of this delinquency, \$114,264 represents those unit owners in legal status with the association's legal counsel. The remaining balance due are current owner delinquencies in arrears for 30 days.

V)    **DIRECTOR & COMMITTEE REPORTS –**

A Budget Workshop meeting will be scheduled for mid-August in preparation of the 2010 budget.

VI)   **MANAGER'S REPORT –** see report submitted by Debbie Sainz

VII) **NEW BUSINESS**

A) **Approval of the Revised Rules & Regulations**

Motion by C. Disler to approve the Revised Rules & Regulations Draft 06-16-09 which was distributed to all owners. Seconded by E. Clifford. A vote was taken and the motion passed 4-0 (POLICIES 090703)

B) Trash Chute & Compactor Maintenance Proposal

Motion by C. Disler to approve Ben Perry Co to perform the annual chute & compactor maintenance at a cost of \$350 and the annual chute cleaning at a cost of \$1,100 as proposed. Seconded by E. Clifford. A vote was taken and the motion passed 4-0 (CONTRACTS 090704)

C) Installation of Addison Thermostats

Motion by A. Garcia to accept proposal #2 for the thermostat installations for a total cost of \$1,925.10. Seconded by E. Clifford. A vote was taken and the motion passed 4-0 (CONTRACTS 090705)

D) Annual Maintenance Contract for Addison's

Motion by C. Disler to approve ConServ to perform the annual maintenance on the Addison AC Units at an annual cost of \$1,340 with the condition that the model and serial numbers to be included in the contract. Seconded by A. Garcia. A vote was taken and the motion passed 4-0 (CONTRACTS 090706)

E) Reserve Study Proposals

Motion by E. Clifford to approve Paul Gallizzi to perform the Reserve Study at a cost of \$1,900. Seconded by A. Garcia. A vote was taken and the motion passed 4-0 (contracts 090707)

F) Security Deposit Requirements from Renters

Motion by E. Clifford to institute a security deposit requirement on all renters, new and renewals, in the amount of \$500 and for it to be placed in a non-interest bearing account. Seconded by C. Disler. A vote was taken and the motion passed 4-0 (CONTRACTS 090708)

G) Authorization to Open Account With Bay Cities Bank

Motion by E. Clifford to authorize opening a money market account with Bay Cities Bank for reserve funds". Seconded by A. Garcia. A vote was taken and the motion passed 4-0 (FINNCIAL 090709)

H) CFC & Universal Fire Contracts

Motion by A. Garcia to approve CFC to perform the annual fire alarm test at a cost of \$3,091. Seconded by E. Clifford. A vote was taken and the motion passed 4-0 (CONTRACT 090710)

Motion by C. Disler to approve Universal Fire to perform the annual sprinkler inspection at a cost of \$1,800. Seconded by A. Garcia. A vote was taken and the motion passed 4-0 (CONTRACT 090711)

I) Garage Light Timers

Motion by A. Garcia to approve Tri-City Electric bid at \$2,259 to install the garage light timers. Seconded by E. Clifford. A vote was taken and the motion passed 4-0 (CONTRACT 090712)

J) Vanguard Cleaning Contract

Motion by E. Clifford to renew the Vanguard Cleaning contract for 2010 at a cost of \$1,212 per month effective November 2009. Seconded by C. Disler. A vote was taken and the motion passed 4-0 (CONTRACT 090713)

K) Elevator Maintenance Contract Renewal

Motion by C. Disler to table discussion of the elevator maintenance contract to the August 2009 meeting. Seconded by A. Garcia. A vote was taken and the motion passed 4-0 (CONTRACT 090714)

VIII) **OLD BUSINESS**

IX) **INFORMATION ITEMS**

A) Garage Deck Coating

X) **ADJOURNMENT**

Motion by A. Garcia to adjourn at 7:51PM. Seconded by C. Disler. 4-0

These minutes respectfully submitted,

Debbie Sainz, Association Manager

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Janet Bley, President