

**CALIFORNIA GARDENS  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Thursday, January 21, 2010  
MINUTES**

CALL TO ORDER

President, Alison Smith, called the meeting to order at 7:09 PM, at 1800 Cole Ave #4A, Walnut Creek, CA

Board of Directors Present:

Alison Smith President  
Laura Loeb Vice President  
Linda Rossman Treasurer  
Ramona Ruiz Secretary  
Kevin Bernie Director

Also present was Trevor Milledge, CCAM from Association Communications, Inc. CMF, Homeowner Association Management

APPROVAL OF MINUTES

**A motion is made, duly seconded, and unanimously carried, and it is, therefore, resolved to approve the November 2009 Minutes, as amended.**

TREASURER'S REPORT

After review it was unanimously resolved to table the December financials pending management response to questions. The treasurer reported management had responded to concerns about the financials through November 2009 and those responses were sufficient pending a few follow up clarifications.

UNFINISHED BUSINESS

Landscape Committee

The committee met with Penny Rose, landscape design and is expecting a proposal for design services based on the ideas discussed. Management met with Rivas Landscape group about providing renderings and a proposal.

Laundry agreement

The Board requested a .PDF of the countersigned WEB agreement.

Annual Audit

Levy Erlanger to complete annual audit and tax preparation.

Collection Action

No response to the collection action was received to date.

#### Bike Room

The motion light has been installed and management will confirm all of the entry access codes by Monday January 25, 2010.

#### Gutter Cleaning

After review of the proposed solutions management was directed to review the options with the vendors and monitor the areas at 1802/1804 during the next storm.

#### NEW BUSINESS

##### ARC policies

The Board unanimously appointed Directors Ruiz and Rossman to review and amend the ARC window policy and application.

##### Insurance Renewal

The Board unanimously ratified their decision to approve binding all insurance coverages with Allstate Insurance for the amount of \$13,345.00

##### 2010 Goal Planning

The Board reviewed the 2010 calendar and planned reserve expenditures.

##### ACI digitizing files

The Board unanimously agreed to receive all Board communications electronically and to allow ACI to digitize all Association Records.

#### ADJOURNMENT

**A motion is made, duly seconded, and unanimously carried, and it is, therefore, resolved to adjourn the meeting at 9:12 PM.**

Respectfully submitted,

Ramona Ruiz, Secretary for  
California Gardens Homeowners Association  
Board of Directors