

GCSC Board Meeting October 27, 2008

Board Members present: Linda Lambert, President; John Crowley, Treasurer; Mark Lee, Elaine Needham, Secretary; Larry Yuva.
Absent: Ralph Edwards, Vice-President; Clive Leeman.

Previous Minutes:

Minutes of the meeting of July 14, 2008 : Motion for approval by John Crowley, seconded by Mark Lee. Passed unanimously.

Treasurer's Report:

There are no outstanding bills and all parties have paid their past due bills as of the third quarter with the exception of one community member. A balance of \$2,000 is presently in our checking account.

Standard Operating Procedures Proposals:

It was decided to discuss these proposals one at a time in the interest of time.

STREET LIGHTS

Rationale: The street-side lamp posts that are mandated by the current community Covenants, Conditions and Restrictions (CC&Rs -1977) act as the only night time street lighting for the road. The GCSC has been notified by its liability insurer that the lights are to be kept in working condition as a requirement for coverage. It is, also, a matter of public safety that Taormina Lane be as well lit as possible after dark.

PROCEDURE to be followed if a street light is unlit or non-working.

The corporation Secretary will send the property owner a letter stating that the street light is not operating and that it is the responsibility of the property owner to keep it in operable condition. The letter will: (a) cite the applicable CC&Rs section, (b) the GCSC's adopted Policies and Procedures including the insurance requirement, (c) the GCSC person to contact concerning the repair of the street light, and (d) the property owner has thirty (30) days during which time the repairs must be either completed or notice provided in writing to the GCSC that the repairs have been contracted and a completion date provided.

1. If the street light remains unlit thirty (30) days from the mailing date of the first letter and the Corporation has not been notified of steps that have been taken to correct the situation, the corporation Secretary will send a second letter *certified mail, return receipt* to the property owner. The letter will include: (a) a copy of the first letter, (b) notification that, if the light remains unrepaired ten (10) days from receipt of this second letter, the GCSC will contract to have the light repaired and add the cost of such repair to the next fee bill sent to the property owner, and (c) the GCSC person to contact concerning the repair of the street light.
2. If the light remains unlit after the ten(10) days the GCSC will notify the property owner by *certified mail, return receipt* that the corporation has contracted to have the street light repaired and that the costs of the registered letters plus any and all other costs associated with the repair will be billed to the property owner and will be shown on the next Fee Payment Invoice

Proposal was read and board agreed that the procedure should be put in place. Motion to accept the STREET LIGHT PROCEDURE proposal since working street lights are mandated by C,C & R's, are a requirement for coverage by our liability carrier, and are necessary for the safety of residents. Motion by Larry Yuva, seconded by Mark Lee to accept STREET LIGHTS proposal. Passed unanimously. Further discussion: Notes will be sent to residents will be sent explaining all legal and safety issues with possible solutions for lighting problems, including instructions for cleaning solar lamp panels and information for acquiring needed bulb replacements, etc., and suggested handymen to do the job.

Fee Change Discussion: John Crowley indicated that fees will have to be raised in the near future because of anticipated rates hikes by Harrison and the insurance company but suggested that the board needs to provide that community appropriate informational material explaining the increase. How to implement to increase was discussed but not decided upon. John Crowley advised that he will construct a budget for the community in order to anticipate what fee raises will be required in the near future. Mark Lee suggested that we contact Harrison periodically to inquire about “anticipated” increases by them rather than wait for them to suddenly raise our rates. Another possible increase may be on our insurance costs. There was also discussion of a establishing a “lockbox” to hold funds earmarked for ROAD ONLY. Motion by John Crowley to table this discussion for the next meeting, seconded by Larry Yuva. Passed unanimously.

Red curb painting: The curbs are in need of being repainted. An offer was made by Dave Lowe (98 Taormina Lane) to do the work @ \$10 per hour. Motion to accept his offer to a maximum of \$200 made by John Crowley, second by Mark Lee. Passed unanimously.

Corporate Documents Policy : Copying corporate documents is time-consuming and expensive, especially if numerous documents are involved. The board recognizes the need for copies to be on watermarked paper and perhaps a copyright symbol on each page. However the board does not see a need for an official policy at this time. All and any requests will be handled on a “case by case” basis.

New Business: Trina Grantham reminded the board that the accumulations of debris and dead leaves , etc. need to be swept up before the rains start. Road cleaning discussion included needs for street cleaning volunteers, ‘Help A Neighbor’ poster as a reminder before the rains start in November, with notices also on the blackboard and bulletin board. November 15th is suggested as the final date for a two week program to get this work done before the rains comes and wash the debris into the culverts. Elaine Needham recalled that a groups of neighbors did a clean-up several years ago and suggested that we do it again. Information will follow. Additionally, residents would be reminded that there is a need periodically to clean the road at their curb. Trina also generously offered to donate funds for the purchase of two “Pick up after your pet” signs. Motion by John Crowley to accept Trina’s offer, second by Mark Lee. Passed unanimously.

The Board Meeting was adjourned at 8:20.

Respectfully submitted by Elaine Needham, Secretary
October 28, 2008.....