

**Hiller Highlands Association Board Meeting Minutes
Highland Country Club: 1/7/2019**

Board members present:

Carole Anderson, President
Steven Cobbledick, Treasurer
Gary Firestone, Secretary
Rosanna Poret

Spyglass Hill residents attending the meeting:

Ann Mulligan
Rosalind Ono

Meeting called to order: 7:01 pm

Welcome and Opening Remarks: Carole welcomed everyone to the board meeting.

Agenda Items:

I. Approval of Minutes from December 3, 2018 board meeting:

The minutes were approved.

II. Treasurer's Report (by Steve C.): Approved

Operating Account (Union Bank): \$14,730.20
Reserve Account (Union Bank): \$114,298.34
Reserve Account (Certificate of Deposit): 0.00
Total: \$129,028.54

Steve C. reported that the funds collected from the special assessment for landscape fire suppression work in 2019 (total of \$9,214) were transferred to the Reserve Account. The earthquake insurance bill for 2019 (\$36,665) was paid from the Reserve Account.

Steve C. also reported that \$14,873 (excess income) will be moved from 2018 to 2019, to repay money that was spent from the reserve account. Discussions centered on landscape fire suppression work that should be part of the operating budget, but which was paid from the reserve fund during 2018. This money needs to be repaid back into the reserve fund. This amount is included in the proposed 2019 budget that will be discussed at the upcoming Annual meeting on January 24, 2019. Steve also mentioned that the excess income resolution would be brought forward for a vote at the Annual Meeting.

Landscape Update and Phase 3 work. Rosanna and Carole reported that Trimacs has caught up with the back work needed on the street that includes the cleaning up leaves and finishing the trimming of bushes, and will be continuing with their routine

maintenance. The Trimacs contract work is limited to the street and between the buildings, and not on the upper or lower slopes. Also, arrangements are being made with Expert Tree Service to trim the ornamental trees next to a number of units along the street.

Carole mentioned several issues related to the Phase III Association that was discussed with Charlotte Russell, Phase III president. Several Oak trees and other trees near the boundary between HHI Association and the Phase III Association need to be trimmed for view purposes of Phase III residents. City of Oakland view ordinances indicate that Phase III should pay for the trimming. Areas of cooperation between HHI Association and the Phase III Association include a cleanup of the upper slope behind Spyglass Hill, and cleaning up the V-ditch near the boundary between the two Associations. Carole mentioned the possibility of writing a grant application to fund some of this future work, which will be discussed with the new incoming President of the Phase III HOA.

Annual Meeting Preparation and Assignments. Carole prepared a draft of the agenda topics for discussion at the Annual Home Owners Meeting on January 24, 2019, which includes the 2018 accomplishments, the 2019 HOA budget, results of voting for the new board of directors, earthquake insurance, potential changes to the CC&R, tree maintenance for fire suppression, and the level of increases to the reserve fund in anticipation of funding needed for future improvements. Carole also reported that Annual Meeting packets had been sent to all of the HOA unit owners. Carole also discussed tasks for each of the board members for the Annual Meeting, and organized dinner arrangements and clean-up duty. Roz Palmer and Ann Mulligan offered to co-host the pot luck dinner and there are multiple volunteers for set up and clean up.

Annual Meeting and Dinner. The Annual Homeowner Association Meeting will be Thursday, January 24th in the Fireside Room.

The Spyglass Hill website address/link is <http://hillerhighlandsone.net> and **spyglassresident** is the login-in phrase. The board encourages everyone to use the website and provide feedback about how it might be improved.

Meeting adjournment: 8:05 pm

Next board meeting will be scheduled at the end of the Annual Homeowner Association Meeting.

Respectfully submitted by Gary Firestone