

**MINUTES OF THE OAKLAKE ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 11, 2005**

Board Members Present: Dick Ginise; Stefani Porter; Heidi Mulligan; David Kaufman; John Drago
A quorum was established.

Guests: Linda Zeidman; Paulette Kaufman; Marilyn and John Williams; Alicia Barbiera; Tod Fritts; Candyce Leisen; Puru Patel; Ruth Bartnoff; Patti Ginise; Helen Zaghi; Anna T.; Robert Masterson; and Regina Sadathosseini

Agenda Item 1: Call to Order

Dick Ginise, Board President, called the meeting to order at 8:00 p.m.

Agenda Item 2: Reading of Previous Meeting Minutes

Heidi read the meeting minutes of March 14. Minutes to be approved as read. *Stefani motioned to accept the minutes, John seconded. Motion passed unanimously.*

Heidi read a summary of minutes from the Executive Session which followed the March 14 Board Meeting. *Dick motioned to accept the minutes, Stefani seconded. Motion passed unanimously.*

Agenda Item 3: Treasurer's Report

Stefani reported the balances in the accounts to be:

◆Pacific Checking Account \$42,449.96 ◆Reserves \$29,447.97 ◆Petty Cash \$223.80

Stefani mentioned that on 4/2 a deposit was made to Reserves for \$8,000 that does not show yet.

Agenda Item 4: Delinquencies

Delinquencies: Lot 83 for \$924.00, does not include any fines. Last payment was 10/21/04 and a lien was placed on 3/22/05; Stefani recommended foreclosure for Lot 83. *Stefani made a motion to start foreclosure proceedings on Lot 83. David seconded. Motion passed unanimously.*

Agenda Item 5: Old Business

- A. Street Repairs.** Dick reported that repairs are still scheduled for Wed, Th. and Fri. April 20-22. No bins, no sprinklers to be on, etc. It was mentioned that the owners of the house at 8442 Denise that caught fire will have to be notified regarding their bin.

 - Stefani mentioned the injunction on Darlene. It was served to the wrong house. Board has not received an update. Dick will call.
 - Access for cable companies and phone companies was briefly discussed.
- B. Clubhouse Architect.** Dick reported that Architect will submit the plans to the head office, Station 7 in Van Nuys and will probably be able to get approved over-the-counter. Dick briefly discussed the Architect's notes.
- C. Rules and Regulations.** It was agreed that individual Board members will have their changes for the Rules and Regulations/House Rules to the Secretary by May 2 and have a final ready by May 9. We will post a Special Session Notice for the owners to attend.
- D. Darlene Lane Homeowner.** This was already discussed. The Building and Safety Department has been called regarding stagnant pool. There was a brief discussion regarding West Nile Virus. Heidi will check if we can possibly get the lake area sprayed for free through the city's vector department.

E. Office Copier. Heidi will take care of this.

Agenda Item 6: New Business

A. Spring Fling. The Spring Fling is now tentatively scheduled for May 1, 2005 because of Clubhouse conflicts.

B. Broken Gate Arm. The Board has contacted two companies. John said he finally spoke with Inner-I and got a bid for a wood gate arm – should be about \$150. Dick mentioned that we need to get an arm up fast as it is a security issue. This will be a phone vote.

C. Guard Company. It has been reported that the Guard service was late on March 27 by an hour or so. Their check-in device should indicate when they arrived. Stefani mentioned that this morning there was a sign up saying “Guard in Restroom”. She doubled back and didn’t think they were there. There were other complaints, too. They don’t stand up and greet entrants as called for in their orders. A resident cited an incident where there were teenagers exhibiting suspicious behavior in front of her house and when she called the Guard they would not come. The resident was informed that this was proper procedure. The Guard is not to leave his post. She indicated that she called the Police. The Board informed her that she acted correctly. Other minor vandalism and other security issues were discussed. It was widely reported that no after-hour phone calls have ever been received by residents regarding entrance to late visitors. Our Security Liaison mentioned that the security officers should park at the common area near the Clubhouse. David and Dick will have a meeting with the new security service to discuss all of our concerns.

F. Comments and Questions

- May 7 West Hills Neighborhood Council Presentation about Westfield Expansion.
- The Mayoral elections are to be held on 5/17 at the Clubhouse.
- Alvarez - There was some discussion regarding the inoperable auto in the driveway at 8301 Sedan that has been there for many years. We will check into the history of letters to this address and send another letter.
- Heidi mentioned the need for procedural guidelines. The Board talked briefly about procedural guidelines regarding complaint letters.
- Stefani mentioned the insurance bid stated that we have a pool and spa/Jacuzzi. She will call to clarify. The bid was for \$8,768.00. Dick mentioned again that he would like to see the insurance payment split into two payments on a quarterly basis. Stefani is working on.
- Dick read a letter from a resident asking the Board to waive a \$15.00 late fee as they have never been late and remained in good standing. Stefani will look at their record and make a determination based on their past history. If they have no history the fee will be waived.
- The gray Blazer of a former tenant on Sedan has been observed still parked in the neighborhood. The Board will try to contact the owner through Ashish Trivedi.
- Fish in the lake were discussed. A resident mentioned that the bass are spawning and it is best not to disturb them at this time. The Board decided not to enact a formal rule regarding this item. However, this item can be placed in the Newsletter. A sign may also be posted.

Meeting adjourned at 9:07 p.m.