

SHEFFIELD VILLAGE HOME OWNERS' ASSOCIATION

FOUNDED JANUARY 1939

Minutes of Regular Board of Directors Meeting Wednesday, February 24, 2016

Call to order: 7:03 PM

Attending: President Novak Vice-President Antoine Sec/Treasurer Murphey
Plans Chair Granger Bookkeeper Murphy

Move to approve agenda: Motion Murphey 2nd Granger All in favor

January Meeting Minutes Approval: Motion Granger 2nd Antoine All in favor

City of Oakland: Councilman Larry Reid would like Villagers get involved in the Oak Knoll development and SunCal has asked President Novak if we would like to have a presentation. It was decided that Novak would arrange a presentation, but not at a Board meeting.

Parks: There will be a Parks Committee meeting on March 19 at 10 AM starting at the tennis courts (Milford Park).

Plans: 331 Marlow let the Board know that solar panels will be installed - no action needed from Board. Also, see Action Items.

Action Items:

Financial Report – Bookkeeper Murphy presented the January financial Report. Murphy has received a request to provide documentation from a realtor. He asked the Board to establish a charge of \$50 for providing such documentation.

Move to charge \$50 per CAR form request from realtors Motion Granger
2nd Antoine All in favor

Scholarships: Bookkeeper Murphy has provided Vice-President Antoine with the forms to be put on the website and in the Crier.

Easter Egg Hunt: The HOA has budgeted \$250 and Villager and Realtor, Bob Grunert, wants to donate an additional \$150.

Move to approve \$250 for Easter Egg Hunt Motion Murphey 2nd Antoine
All in favor

Move to accept \$150 from Bob Grunert for the Easter Egg Hunt Motion Granger
2nd Antoine All in favor

Move to approve the payment of \$400 to Susanna Oto upon the receipt of \$150 from Bob Grunert and the HOA will receive receipts within 30 days of the Easter Egg Hunt covering at least \$400 of expenses or a refund of anything less than that Motion Granger 2nd Antoine All in favor

Plans: Fences – 3062 Roxbury Per the CC&Rs, no fence can be built to extend beyond 50% of the length of the lot without prior Board approval

Move to send a letter to the homeowner of 3062 Roxbury informing him that the fence as built is not approved by the Board and informing him what is allowed by the CC&Rs, as well as the likelihood of approval if the fence is set back 20' from the curb, as long as such plans are submitted to the Board before March 23. If no plans are received, the matter will be escalated. Motion Granger 2nd Antoine All in favor

Fences – 215 Marlow Board discussed language for letter to homeowner.

Board Communication: President Novak explained that the Davis-Stirling Act governs how HOA Board meetings should be conducted and he will explain this at the beginning of future meetings. Meetings are for the members of the HOA only and, since they are Board meetings, only Board members can speak. Members may participate if called upon by the Board. There is an Open Forum or members can meet with the Board in Executive Session. President Novak was asked to put all this in the Crier.

Also, Novak will try to gather some information for new Board members.

Minutes: These are private corporation documents and maybe they should not be posted to the public website or be in a private section of the website for members. This will be an item for a future meeting. In the meantime, they will continue to be scanned to a PDF and submitted to the Webmaster.

Building Permits & Landscaping Work – HOA didn't get city permit for sidewalk repair at Milford Park; now the permit and fine will cost \$900. The inspector may ask the HOA to cut back on the hedge at the edge of the property.

Crier, Website: Still looking for volunteers to scan old Criers for the website

San Leandro Creek Path Plan: President Novak has been contacted regarding this plan; to be discussed at future meetings

Maintenance Needs: none

Next meeting scheduled for March 23

Motion to adjourn: Motion Granger 2nd Antoine All in favor

Adjournment: 8:33 PM


Virginia Murphey, Secretary Treasurer

3/23/16