

Shadow Brook Swim Club Homeowners' Association

Board of Director's Meeting

November 28, 2011

Location: Shadow Brook Pool, San Jose CA

Board of Director - Attendees:

Patrick Smith, David Lang, Staci Tenczar, Peter Contini, Lynn Kepp

Call to Order: 7:15 pm

Board Positions - 2011

Patrick Smith – President

David Lang – Treasurer

Lynn Kepp – Vice President, Pool

Peter Contini – Vice President, Communications

Ron Elioff – Secretary

Staci Tenczar – Vice President, Social

General Information

- No new agenda items

General Meeting and Election

- Shadow Brook Fall General meeting and Election was discussed
 - Date: January 9, 2012
 - Location: Bret Harte Middle School, Faculty Dining Room
 - New or returning Board candidates need to notify Secretary of intent to run for the board and provide short bio by December 6, 2011.
 - Ballots to be prepared and mailed by December 11, 2011
- Actions / Next Steps
 - Dave Lang to provide labels with current homeowners to Ron E. (Nov 30)
 - Statements due to secretary@shadowbrook.org by Dec 6 for homeowners wanting to serve
 - Draft Ballot/Instructions/Packet and send to Board for review by Dec 7 – Ron E.
 - Board Approval of Ballot & packet [Board] by Dec 9
 - Print, Collate, mail approved Ballot, Instructions & packet to homeowners [Ron E.] by Dec 12
 - Identify 3 homeowners to count & report results [Patrick]

Finance Review and Update

- There are still a number of outstanding dues from homeowners.
- Multiple attempts and methods have been used to contact homeowners to solicit payment.
- Dave to initiate lien process.

ACC Update

- Several new requests, mostly new roof and painting. No major remodels.
- Letters have been sent out following the drive through of the neighborhood to those homes with issues. Response has been positive from some homeowners. ACC to research next steps for those that have ignored multiple letters.

Pool Update

- Repairs are needed in a few areas. New decking or resurfacing is needed in some parts; Wood structure/arbor needs to be repaired. Lynn to obtain quotes and present to Board. Depending on work chosen, quotes will range from \$4500.00 - \$20,000.00.

The Meeting was brought to a close at 8:10.