

# Palisair Home Owners Association

A NON-PROFIT CORPORATION

P.O. Box 901

Pacific Palisades, CA 90272

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The association itself is a "Tract Committee" under the Declaration of Restrictions covering Tracts 15944, 15948 and 19890, and operates as such through its Board of directors and its Officers

## PHOA BOARD MEETING OCTOBER 22, 2013 MINUTES

**I. President Larry Friedman called the meeting to order at 7:05 p.m. at the home of Patti Gallagher.** Present were: Larry Friedman, Steve Di Saia, Hal Erdley, Syd Vinnedge, Patti Gallagher, Vy Walquist, Francine Kirkpatrick and Diana Ungerleider. Absent: Hans Weber. Also present: Homeowner Chuck Emmerick.

**II. Approval of Sept. 16 Minutes** Minutes from the previous meeting were reviewed. *Kirkpatrick moved that they be approved as written; Vinnedge seconded; passed unanimously.*

### III. Treasurer's Report

**a.** Vinnedge reported checking account balance as \$11,625.26 and savings account balance as \$30,536.52.

**b. Budget** Copies of Preliminary 2014 Budget were distributed. New item will be added: Collection Expenses, allocation of \$2,000 (previously allocated to reserve fund). *Kirkpatrick moved to approve revised budget; Gallagher seconded; passed unanimously.* Friedman will draft revised budget.

**c. Delinquent Dues** There are currently 16 unpaid homeowners. List of owners was distributed and reviewed; Board members will attempt to contact owners personally to remind them about paying dues. Friedman will draft reminder letter to delinquent owners.

**d. Mailing** On November 1, PHOA mailing will go out to all homeowners and will include cover letter, new dues collection policy and 2014 Budget. Proposed cover letter has been written and will be revised by Friedman.

### IV. Membership and Governance

**a. Cloud Record Keeping** Emmerick and Kirkpatrick described how new electronic data storage system will be implemented for PHOA documents. Kirkpatrick distributed outline of categories. System will be implemented on Jan. 1, 2014.

**b. 2014 Board Nominations** Discussion held on current Board positions and the need to find new volunteers to serve. Nominating committee comprised of Friedman, Gallagher and Kirkpatrick will meet to explore.

**c. Welcome Wagon** Gallagher reported one house in escrow: 1217 Las Pulgas Rd. No new listings.

**d. Computer Bookkeeping** Erdley reported on his research on computer bookkeeping systems. Ungerleider will assist with bookkeeping, once system is in place. *Kirkpatrick moved to approve purchase of software for trial use; Vinnedge seconded; passed unanimously.*

## V. Plans Committee

- a. **Policy** Discussion held on extent of monitoring of ongoing construction projects for continuing compliance.
- b. **1260 Las Lomas Ave. (Slutzker)** Di Saia sent letter to owner on review of plans.
- c. **1132 Las Pulgas Rd. (Algert)** Di Saia researched and confirmed that PHOA did receive final plans in 2012. Remove from agenda.
- d. **1115 Las Pulgas Rd. (Strempek & McMillan)** Di Saia received plans and will review.
- e. **16058 Anoka Dr. (Nosrati)** Di Saia e-mailed owner in September; owner replied saying that plans will be revised. Di Saia received PDF of revision, which addressed concerns raised. Full-size plans and grading plans have been requested, but not yet received.
- f. **16021 Anoka Dr. (Nathanson)** Preliminary approval was given in September.
- g. **1031 Anoka Pl. (Gabayan)** Di Saia looked at outdoor light structures and they appear to be in compliance.
- h. **1054 Palisair Pl. (Ghoreyshi)** Neighbor contacted PHOA with concern about height of metal structure and its compliance. Di Saia will follow up.
- i. **1378 Las Canoas (Afifi)** Plans were received; Erdley took to review.
- j. **16163 Anoka Dr. (Del Colliano)** Plans were received; Committee will review.
- k. **Watch List (1085 Palisair Pl.)** No developments.

## VI. Tree Committee

- a. **PHOA Policy** No developments.
- b. **949 Las Lomas Ave. (Thomas)** No developments.
- c. **1034 Las Lomas Ave. (Vernez)** No developments.
- d. **1261 Las Lomas Ave. (Rothman)** No developments.
- e. **16116 Anoka Dr. (Ransford)** Kirkpatrick reported that she spoke with affected neighbor who will write letter of complaint.
- f. **16151 Anoka Dr. (Sawaii)** No further communication has been received from complainants. Kirkpatrick will contact daughter of one of the two complainants.
- g. **1000 Las Lomas Ave. (Streiber & Silverton)** Board support for Weber letter to Streiber with two possible solutions proposed by Silverton.

## VII. Old Business None

## VIII. New Business None

President Friedman adjourned the meeting at 9:15 p.m.

Next meeting: November 18, 2013 (third Monday of the month)

Respectfully submitted,



Diana Ungerleider, PHOA Secretary