

# LHA Board Minutes

## January 22, 2020

President Eddie Low called the meeting to order at 7:35 p.m. at the LHA office, 907 Underhills Road.

### Board Members Present

Chris Metcalfe, Eddie Low, Brian O'Malley, Linda Heath, Jasmin Taylor  
Lisa Ray, Administrator

### Members Present

Warrine Coffey

### President

Discussion of Board roles for 2020. MSC EL/CM to approve roles as:

Brian O'Malley - President

Chris Metcalfe – VP and Parks Chairperson

Linda Heath – VP and Neighbor Network Chair

Eddie Low – Treasurer

Jasmin Taylor – Secretary and Neighborhood Preservation Chair

Eddie received law firm proposal for updating bylaws and election rules. He will contact law firm to clarify what is included in the three proposed options and will update Board.

### Open Session

Neighbor complaint regarding trash bins left in view of street on Brookwood Road. More than ½ of the neighbors on the street had left bins out last week. Lisa will send reminder to neighbors about storing bins out of view. Neighbor contacted office regarding conditions on MacArthur Blvd. Lisa will contact Caltrans regarding tree and brush maintenance near sidewalks on MacArthur. Neighbor contacted office with request that LHA collect contributions to Safer Crocker Security Patrol at same time as annual dues. Board cannot increase dues for donation to security patrol.

### Approval of Minutes

MSC CM/JT to approve November 2019 meeting minutes.

### Treasurer's Report

MSC EL/JT to approve November & December 2019 financials.

### Neighborhood Preservation:

MSC EL/CM to approve the following items on the consent calendar:

748 Grosvenor	Replace fence
900 MacArthur	Replace windows
796 Rosemount	Replace windows

### Parks

Chris followed up on neighbor concern about Eucalyptus tree in Plot C. Plant maintenance and clearing work scheduled for Oak Grove and Warren Hook.

### Neighbor Network

First meeting of the year will be next week. First LHA event for 2020 will be a mixer in late March/April.

### Administrator

If LHA bylaws are updated, office will mail them to all members. Update may include new state ADU statute that went into effect on 1/1/20. Lisa will collect questions about implementation of SB323 for California Center for HOA Law to be addressed at a future meeting.

MSC CM/EL to adjourn meeting.

### Executive Session

Discussion of short term rentals in LHA.

# LHA Board Minutes

## March 18, 2020

President Brian O'Malley called the meeting to order at 7:35pm in via teleconference.

### **Board Members Present**

Brian O'Malley, Chris Metcalfe, Eddie Low, Linda Heath, Jasmin Taylor  
Lisa Ray, Administrator

### **Members Present**

### **President**

LHA copied on a letter to the City of Oakland regarding a drainage problem between backyards of Barrows / Holman houses.

### **Open Session**

### **Approval of Minutes**

### **Treasurer's Report**

MSC CM/EL to approve February 2019 financials.

### **Neighborhood Preservation:**

MSC EL/BOM to approve the following items on the consent calendar:

707 Carlston	New gate
870 Creed	New fence
1379 Trestle Glen	Replace windows
918 / 924 Underhills	Replace garage doors

### **Parks**

Chris worked with arborist to develop tree removal plan for this year and next. Irrigation fixed at Warren Hook.

### **Neighbor Network**

Pushing out the date of mixer, now targeting May. Hope that remaining 2020 events will stay on schedule.

### **Administrator**

If shelter in place order is extended, we will provide call in information to interested LHA members.

The meeting was adjourned at 7:43pm.

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

\_\_\_\_\_  
Jasmin Taylor, Secretary

\_\_\_\_\_  
Date

# LHA Board Minutes

April 15, 2020

President Brian O'Malley called the meeting to order at 7:35pm via video conference.

## Board Members Present

Brian O'Malley, Chris Metcalfe, Eddie Low, Linda Heath, Jasmin Taylor  
Lisa Ray, Administrator

## Members Present

Teresa Countryman

## President

With need to hold meetings remotely, notice will be placed on website and in kiosk at office. Committees are not meeting in person at this time and chairperson can determine when meeting is needed.

## Open Session

### Approval of Minutes

MSC CM/JV to approve March 2020 minutes.

### Treasurer's Report

Net income is lower than at this time last year due to pollarding cost. MSC CM/EL to approve March 2020 financials.

### Neighborhood Preservation:

Tree removal 824 Grosvenor must also obtain City of Oakland approval. MSC EL/BOM to approve the following items on the consent calendar:

824 Grosvenor	Tree removal (3)
1064 Hubert	Replace windows

### Parks

Chris monitoring garbage can overflow problem at parks. A neighbor of Carlston Triangle offered to replace the bench at that park.

### Neighbor Network

All event dates are on hold. Hoping that the Ice Cream Social will take place middle of July and the New Member event in September.

### Administrator

LHA office has the option to email the Annual Financial report, rather than sending USPS. The Board voted and approved MSC JT/LH

The meeting was adjourned at 8:15pm.

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

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Jasmin Taylor, Secretary

\_\_\_\_\_  
Date

# LHA Board Minutes

May 20, 2020

President Brian O'Malley called the meeting to order at 7:35pm via video conference.

## Board Members Present

Brian O'Malley, Chris Metcalfe, Eddie Low, Linda Heath, Jasmin Taylor  
Lisa Ray, Administrator

## Members Present

Ian Morich, Caryn Kali

## Approval of Minutes

MSC CM/JT to approve April 2020 minutes.

## Treasurer's Report

Aging report shows larger number of overdue accounts than this time last year. Late notices will be sent out within the next 2 weeks. Board discussion to delay filing new liens on accounts that owe more than 3 years of dues. Liens can be filed in the August/September timeframe. MSC CM/EL to approve April 2020 financials.

## Neighborhood Preservation:

MSC CM/EL to approve the following items on the consent calendar:

1397 Barrows	New front yard fencing
1407 Barrows	Tree removal
916 Grosvenor	New front yard fencing
1053 Hubert	New front yard fencing
683 Mandana	Solar installation

## Parks

Monitoring trash overflow issue at Warren Hook park over the weekend. Office park has accumulated toys in play area – will be removed when shelter in place restrictions lifted. Yellow Jacket nest in Oak Grove will be removed by County Vector Control.

## Neighbor Network

Waiting to see Alameda County revisions for shelter in place through June/July. Ice Cream Social target date is July 18<sup>th</sup> and National Night Out August 6<sup>th</sup>.

## Administrator

Office has received complaints about smoking in parks. No smoking signs have been added to benches at Office park. Increase in calls for referrals of home maintenance and contractors.

The meeting was adjourned at 8:05pm.

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

\_\_\_\_\_  
Jasmin Taylor, Secretary

\_\_\_\_\_  
Date

# LHA Board Minutes

June 17, 2020

President Brian O'Malley called the meeting to order at 7:35pm via video conference.

## Board Members Present

Brian O'Malley, Chris Metcalfe, Eddie Low, Linda Heath, Jasmin Taylor  
Lisa Ray, Administrator

## Members Present

Janice Lind, Andree & Mark Greenberg, Casey Ramsey, Drew Hill

## Open Session

Members request that LHA stop practice of pollarding Sycamore street trees. They expressed concerns of disruption to wildlife, noise from equipment and cost. Board discussed research done several years ago that substantiated pollarded trees should continue to be pollarded. With the next round of pollarding 6-7 years away, the President suggested tabling this item and continue researching viability of discontinuing pollarding. Members proposing an LHA noise ordinance and closing Excelsior freeway onramp were not in attendance, but will be invited to attend and discuss these items at a future meeting.

## Approval of Minutes

MSC BOM/CM to approve May 2020 minutes.

## President

Proposed changes to our bylaws to update election rules have been drafted by LHA legal counsel and posted on LHA website and at office kiosk. Notice to members will be in the June newsletter. Newsletter will also contain info and deadline for member nominations for 2021 Board.

## Treasurer's Report

Overdue account notices were sent out last week. Our assets are currently lower than this time last year due to late dues payments and pollarding. MSC EL/CM to approve May 2020 financials.

## Neighborhood Preservation:

Discussion of 2 applications: setback and fence style at 851 Mandana. Board approved no setback and vertical style fence. Fence design of 1386 Trestle Glen is approved as applied for. MSC BOM/CM to approve the following items on the consent calendar:

1155 Holman	Solar installation
1057 Hubert	New front fence & gate
851 Mandana	Replace back fence
1377 Trestle Glen	Replace windows (2)
1386 Trestle Glen	New side fence & relocate gate
1030 Underhills	Tree removal (Redwood)

## Parks

Brush clearing work completed in Oak Grove & Plot C. Trash can removed from Warren Hook – so far, no major garbage issue.

## Neighbor Network

No LHA Mixer will take place this year and date for the Ice Cream Social will be moved out.

**Administrator**

Discussion of LHA restricting smoking in the parks. Will review city ordinance to see if applicable to private parks.

The meeting was adjourned at 8:05pm.  
Executive Session held after the meeting

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

\_\_\_\_\_  
Jasmin Taylor, Secretary

\_\_\_\_\_  
Date

# LHA Board Minutes

July 15, 2020

President Brian O'Malley called the meeting to order at 7:45 pm via video conference.

## Board Members Present

Brian O'Malley, Chris Metcalfe, Linda Heath, Jasmin Taylor  
Lisa Ray, Administrator

## Members Present

Drew Hill, Kirk Inglis, Brad Smith

## President

To fill the vacant Board seat, the Board voted to approve Casey Ramsey as LHA Treasurer for the remainder of the 2020 term. MSC BOM/CM.

No member comments were received regarding the proposed rules for HOA elections. Election by acclamation (if there are 5 candidates to fill the 5 board seats) may require additional legal review. The Board voted to adopt the new Voting and Election rules. MSC BOM/CM.

## Approval of Minutes

MSC BOM/JT to approve June 2020 minutes with edits.

## Treasurer's Report

LH provided current status of budget, noting spending is under budget so far this year partly due to reduction of printing, mailing and marketing. MSC BOM/JT to approve June 2020 financials.

## Neighborhood Preservation:

MSC BOM/CM to approve the following items on the consent calendar:

863 Alma	solar installation
786 Carlston	replace windows / add French doors
955 Grosvenor	replace windows
964 Grosvenor	replace windows
1350 Holman	replace windows
1356 Holman	replace windows
1028 Trestle Glen	solar installation

## Parks

Small brush fire in Plot C started by children playing with matches. Carlston neighbor extinguished fire and OFD arrived to hose down the area. A meeting with parents of children, Paramount neighbors and Board members will take place in the coming week. Discussion of instituting no smoking regulations in LHA parks – item will be added to the August meeting agenda. Neighbor has plans to prune the office Melaleuca that overhangs the property line into her yard.

## Neighbor Network

All events on hold. Considering ice cream truck with limited stops. National Night Out has asked neighbors to postpone gatherings until the first week in October.

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

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Jasmin Taylor, Secretary

\_\_\_\_\_  
Date

# LHA Board Minutes

## August 19, 2020

President Brian O'Malley called the meeting to order at 7:45 pm via video conference.

### Board Members Present

Brian O'Malley, Chris Metcalfe, Casey Ramsey, Jasmin Taylor  
Lisa Ray, Administrator

### Members Present

Peter Rozo, Henry Toothman

### Open Session

Mr. Rozo from discussed recent catalytic convertor thefts on Holman & Bates. The convertors can be removed from cars in only a few minutes and then sold for the precious metals they contain. Prius cars older than 2009 are commonly targeted. LHA will alert members and remind them to file police reports and register their security cameras with OPD. LR will also contact CM Bas' office to find out how OPD is addressing these crimes. Member from Trestle Glen asked the Board to consider implementing noise regulations limiting construction and yard equipment start times until after 9:00am. The Board feels that LHA cannot effectively enforce this type of regulation and hours do not align with city code. Reminders will be added to upcoming newsletters to encourage communication between neighbors regarding impact of noisy equipment to work/school/nap schedules.

### President

Reminder that nominations for 2021 Board are due 9/1/20.

### Approval of Minutes

MSC CM/JT to approve July 2020 minutes.

### Treasurer's Report

MSC JT/CM to approve July 2020 financials.

### Neighborhood Preservation:

MSC BOM/JT to approve the following items on the consent calendar:

975 Grosvenor	window replacement (8)
825 Northvale	replace front fence / patio
1030 Sunnyhills	replace front steps/retaining wall & tree removal (3)
1242 Trestle Glen	replace rear fence
918 Underhills	new stairs / gate for backyard entrance
950 Underhills	new front patio / fence

### Parks

CM working on 2021 budget that Board will approve in October. Getting estimates for Plot D path repair and office driveway repair. Parks have been getting more use since SIP in March.

### Neighbor Network

Public gatherings remain on hold.  
Meeting was adjourned at 8:42pm.

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

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Jasmin Taylor, Secretary

\_\_\_\_\_  
Date



# LHA Board Minutes

## September 16, 2020

President Brian O'Malley called the meeting to order at 7:34 pm via video conference.

### Board Members Present

Brian O'Malley, Chris Metcalfe, Casey Ramsey, Jasmin Taylor, Linda Heath  
Lisa Ray, Administrator

### Members Present

Marcello Lariosa, Geri Keh, Jean Hom, John O'Toole

### President

Upcoming ballot packet will include vote to approve amendment to bylaws to update election rules.

### Approval of Minutes

MSC BOM/JT to approve August 2020 minutes.

### Treasurer's Report

Interest rates are down, our interest earned has decreased for the year. Draft of 2021 budget has been sent to directors for review. MSC BOM/CM to approve August 2020 financials.

### Neighborhood Preservation:

MSC BOM/JT to approve the following items on the consent calendar (hold on 815 Mandana for more info):

971 Grosvenor	Replace back deck
1277 Holman	Replace back fence
1356 Holman	Tree pruning – over 25%
937 Larkspur	Replace back and side fence
987 Longridge	Replace low retaining wall, fence
<del>815 Mandana</del>	<del>Replace windows (18)</del>
785 Trestle Glen	New fence + replace existing back and side fence
1061 Trestle Glen	Replace windows (2) repair stucco
1368 Trestle Glen	Tree pruning – over 25%
924 Underhills	Replace window (1)

### Parks

CM has drafted Parks 2021 budget, including Oak Grove and Plot C clearing, care of Sequoias at Carlston Triangle, planting in Warren Hook and upkeep at Rosemount and Plum Patch. There will also be some capital improvement items. CM asked Board to consider budget item to cover cost of street tree maintenance / stump removals. Issue with LHA tree removed from Oak Grove by 2 neighbors and caused damage to other trees.

### Neighbor Network

Events remain at a standstill. Looking into outdoor movie night and zoom meet up for new members. Annual Meeting will be conducted via zoom.

### Administrator

Election materials are being finalized. Expect to mail packet 1<sup>st</sup> week of October. Will set up meeting with Mandana owners that removed tree from Oak Grove.

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

\_\_\_\_\_  
Jasmin Taylor, Secretary

\_\_\_\_\_  
Date

# LHA Board Minutes

## October 21, 2020

President Brian O'Malley called the meeting to order at 7:37 pm via video conference.

### Board Members Present

Brian O'Malley, Chris Metcalfe, Casey Ramsey, Jasmin Taylor, Linda Heath  
Lisa Ray, Administrator

### Members Present

Roxanne Jones, Usha Kumar, Xin Xin Zeng

### President

Brian and Lisa will take on updating the Board member binders.

### Approval of Minutes

MSC BOM/CM to approve September 2020 minutes.

### Treasurer's Report

The 2021 budget has been completed. Changes include redistribution of funds to increase Oak Grove and Plot C maintenance and also an annual dues increase to \$209. MSC BOM/CM to approve the 2021 budget.

The reserve study through the year 2050 has been completed. MSC BOM/JT to approve the reserve study.

MSC BOM/JT to approve September 2020 financials.

### Neighborhood Preservation:

MSC BOM/CM to approve the following items on the consent calendar (hold on 895 Rosemount):

1427 Barrows	Replace retaining wall
935 Hillcroft	Solar installation
1374 Holman	Remodel in-law, new windows & door
1011 Hubert	Replace garage door
815 Mandana	Window replacement
821 Mandana	Tree removal (3 Acacia in backyard)
839 Rosemount	Remodel / enclose 2 <sup>nd</sup> story, new windows & door
<del>895 Rosemount</del>	<del>Replaced retaining wall, driveway removed</del>
1012 Sunnyhills	Replace window

### Parks

Additional brush clearing taking place in Plot C - no trees were removed there this year. The parks are being heavily used during this time of shelter in place. Looking into removing diseased branches from Carlston Sequoias. Need to add signage to Dawn Redwood at Larkspur Circle to discourage climbing /damage.

### Neighbor Network

Events remain at a standstill. There won't be any trick or treating this year. Annual Meeting conducted via zoom.

### Administrator

Election packets were mailed out, ballots are being sent in. Ballot counting will be held over zoom for any members that would like to observe. 2021 Board will be announced at Annual Meeting. In response to TG homeowner disturbances, city and county resources are being researched by LHA administrator and TG cluster captain.

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

\_\_\_\_\_  
Jasmin Taylor, Secretary

\_\_\_\_\_  
Date

# Lakeshore Homes Association

## Annual Meeting

### November 18, 2020

Board President Brian O'Malley welcomed members to the 2020 Annual Meeting, taking place over video conference. He then introduced the board members, Chris Metcalfe - Parks Chair, Jasmin Taylor – Secretary & Neighborhood Preservation Chair, Casey Ramsey - Treasurer, and Linda Heath - Neighbor Network Chair.

Brian then provided a brief introduction to the Association, with LHA being the 2<sup>nd</sup> oldest HOA west of the Mississippi, founded in 1917. Designed by the Olmstead brothers, renowned landscape architects who designed Mountain View Cemetery and Central Park in New York.

Brian continued with a recap of this year's events. Our meetings have been held over zoom for most of the year. The effects of the stay home order include more people on the street, more garbage, and more dogs! We remind you to keep dogs on a leash and pick up after them. We completed another round of pollarding of the Sycamore trees that happens every 5-6 years. We have also addressed the threat of a fire by youngsters during fire season. We voted to amend our election rules and held our first election in 5 years with 8 candidates running for the Board.

President O'Malley introduced the first guest speaker, District 2 Councilmember Nikki Fortunato-Bas. CM Bas expressed that she was happy to join us and that it's great to connect especially during shelter in place. She hopes that everyone is staying healthy and adjusting. CM Bas shared that she has lived in Oakland since 1990 – currently lives on the other side of Mandana, is part of this neighborhood and wants to support us as our councilmember.

Several things she and her office have been working on this year – CM Bas recently met with the Downtown Streets team who employ homeless persons to assist with city clean-up and beautification. She has also been working with the city on solutions to continue enjoyment of the lake while keeping it safe by closing off the surrounding streets and working with vendors that set up around the lake. CM Bas' office has also supported free Covid testing and handing out of PPE.

She continues to work on providing compassionate solutions to homelessness – a new city policy was passed last month. Also working on piloting a new model for co-governing in encampments to provide services for safer and more stable environments. CM Bas secured funding to resurface the tennis courts at 18<sup>th</sup> Street, repair public bathrooms at Lakeview Library, and improve lighting at Splash Pad park. She has been coordinating with public works to power wash and clean up business areas. There has been a recent uptick in crime city wide and CM Bas is working with our neighborhood services coordinator and Grand Lake NCPC to address crime in our area. She stressed that it is important to report all crime to OPD so officers will patrol where needed.

#### Q&A

- Can neighbors donate to or support the Downtown Streets effort?

Downtown Streets told Nikki they need bus passes – Nikki will be talking to AC Transit about this but maybe financial contributions can be made.

- More details about crime in our neighborhood?

Grand Lake NCPC have resource officers that share crime reports for this area. There is a rise in violent crime, mostly in east Oakland. There has also been an uptick in home robbery and car break-ins.

- Will we see more police in the neighborhood?

Not sure how much they are patrolling in Crocker area – a new officer has been assigned to our beat. CM Bas will check to see what presence was historically vs. what it is now. She is on the task force looking at how OPD is allocating their time. Up to 40% of calls OPD receives are related to mental health – looking now at how OPD is being stretched. This won't happen overnight, but the task force is looking at how to refocus OPD on violent and serious crime.

President O'Malley introduced the next speaker for the evening, JP Kouakou-Zebouah, founder of the Safer Crocker Highlands security patrol.

JP would like our community to know about the work of the private patrol service and ask that LHA members consider joining. He has lived in the neighborhood for 12 years and loves it, but he has concerns about crime as many other neighbors do. Five years ago, a family was robbed in their home at gunpoint. JP felt something could be done and worked with five LHA neighbors to form the private patrol service. They have asked LHA neighbors to donate \$30 a month for the service. Two local realtors have made generous donations – Anthony Riggins and Robyn Mohr – JP wanted to thank them both. The company that provides the patrol service is Intervention Group, Inc (IGI). JP shared that about 130 homes participate – less than 14 % of LHA – which covers the cost of 1 officer in a marked vehicle for 6 days per week, 8 hours a day on a rotating basis. The patrol makes a minimum of 3 passes by each home each day and IGI responds to any neighbors that call. If criminal activity is observed, the security officer will call OPD. Neighbors can also request a vacation watch if they will be away from home. JP added that although we live in one of the safest neighborhoods in Oakland, he feels better knowing that we can call the patrol that is dedicated to us as a supplement to OPD

JP stressed that they need more members. The goal when the service started was for a 24/7 patrol, which cannot be done at the current level of participation. JP asks that you consider contributing or attending a board meeting and is certain that with 24/7 patrol service, our level of crime would be greatly reduced. Nearby neighborhoods with patrols show that their crime level has been reduced by 50%. It troubles JP to hear about daytime muggings on Trestle Glen. With just \$10 per month from all LHA members, we could increase the patrol hours to 24/7.

#### Q&A

- I have called the patrol when there were incidents – the response time has been 15-30 minutes. Are there statistics on calls made to IGI?

JP responded that because we don't have 24/7 coverage, we share security patrols with other neighborhoods. If we call them when they are in another neighborhood, response time is longer.

- Are there stats on potential crimes or suspicious persons where the patrol has intervened?

JP acknowledged that it is difficult to prove the negative. At night, persons coming thru the neighborhood have been followed at a distance to monitor their activity and ensure they exit the neighborhood.

Brian thanked JP for speaking with us this evening and moved on to the Board Member reports.

Chris Metcalfe shared that it's been a wonderful year for the parks as they are getting very well used. Nice to see this happening – we introduced small tot playground at the office that is well visited. She is working to keep the forest feeling and manage fire danger by clearing underbrush in Oak Grove. Warren Hook gets a lot of use – we had problem with trash can there that was constantly overfilled and we had to remove the can. Similar problems with trash at Plum Patch. Chris is looking forward to next year and some rain, though we focus on drought tolerant plants. Parks is always looking for committee members – contact the office if you're interested.

Casey Ramsey is the treasurer and looking forward to 2021. Some changes for next year – dues will be increased by \$9 to \$209. The 2021 budget and reserve study were approved. There is one open project to replace the sewer lateral at the office. Late fees were waived for overdue accounts in 2020 and the 2021 Board will decide if late fees will return next year. We are on track, possibly slightly over, for meeting our 2020 budget.

Linda Heath oversees the fun party events as Neighbor Network chairperson. We had a great 2019 but 2020 was very different. Linda was hosting the many events of 2019 and hopes that we will be able to start up again in 2021.

Jasmin Taylor is the chair of the Neighborhood Preservation committee. We review all projects that members are doing at their homes. There were a lot of projects this year and it's always fun to see what neighbors are taking on.

President O'Malley then shared the LHA 2021 Board election results, which was the most exciting election of the year. The following people have been elected to the 2021 Board:

- Miguel Drummond
- Linda Heath
- Chris Metcalfe
- Brian O'Malley
- Casey Ramsey

The amendment to the LHA Bylaws was passed by a large margin. Special thank you to all the ballot counters!

Which brings us to end of our meeting – the LHA annual meeting is adjourned.

# LHA Board Minutes

## December 16, 2020

President Brian O'Malley called the meeting to order at 7:33 pm via video conference.

### Board Members Present

Brian O'Malley, Chris Metcalfe, Casey Ramsey, Jasmin Taylor, Linda Heath  
Lisa Ray, Administrator

### Members Present

Robert Teitelbaum, Cecelia Conlon

### Open Session

Neighbor concerned with number of Oak trees (7) diseased or dying on Mandana. Would like assistance from Board to encourage neighbors to remove stumps and plant new trees. It was also noted that trees help to calm traffic by lowering visibility. LR to contact Sierra Club about planting programs.

### President

The amendment to the Bylaws was passed in November election. BOM and CM will sign certification for Board.

### Approval of Minutes

MSC CM/BOM to approve October 2020 & November 2020 minutes.

### Treasurer's Report

In review of the reports, all expenditures were expected and approved.  
MSC BOM/LH to approve October 2020 & November 2020 financials.

### Neighborhood Preservation:

Neighbor requests that the Board review homeowner projects that add or replace HVAC units. The units are both a visible and audible nuisance to neighboring properties. MSC BOM/JT to approve the following items on the consent calendar (conditional approval for 725 Mandana – confirm if landing will be added):

815 Creed	Tree removal – 2 plums
725 Mandana	Replace back stairway
807 Trestle Glen	Replace side fence
1001 Trestle Glen	Basement remodel
1284 Trestle Glen	Replace windows (7)

### Parks

Expenditures came in at budget this year. New planting in Oak Grove is underway. Warren Hook is doing well without trash bin – no plan to add one at that park.

### Neighbor Network

Events remain at a standstill. Reserving budget for 2021 events.

### Administrator

MSC BOM/CM to approve liens on account #'s 0546, 0698. MSC BOM/CM to approve Janice Lind bank signatory.  
LR will call AC Vector Control re: pests in ivy at Office Park.

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

\_\_\_\_\_  
Jasmin Taylor, Secretary

\_\_\_\_\_  
Date