

Brookside HOA Board Meeting Minutes, October 17, 2016

Board Members:

Present: Loren Dunsworth, Emily Levin, Ann Hazel Pascual, Dana Peterson, Luke Trester, Susan Watanabe

Absent: Danny Gibson

Quorum present: yes

Proceedings:

Emily Levin Report

- Reported HOA meetings are not bound by the Brown Act (including the Open Meetings Act) or the Common Interest Development Act.
- Reported research into legal status for the HOA indicates incorporating as a 501 C 4 is not wise at this juncture due to paperwork and filing requirements.
- Suggested registering as an "Unincorporated Association" - provides tax identification number, limited liability and other benefits.
- Awaiting correspondence from CPA, re: other issues concerning Unincorporated Associations, specifically requirement to register with the state to avoid FTB franchise tax.

Loren Dunsworth Report

- Contacted local BMW dealership regarding possible sponsorship of Holiday Caroling event.
- Will contact local Starbucks as well.
- Reported on website research. Will contact Roy Forbes about transferring information from old website (Brooksider.net) to new site on Wix platform. Reported Wix should be more user friendly and easier to run from an administrative standpoint. Will contact Sandy Boeck (former HOA Secretary) for current list of Brookside homes.

Officer Vote

- Vote was taken for HOA officers. Results: Susan Watanabe - President, Emily Levin – Secretary/Treasurer, Loren Dunsworth – Communications Director.
- Decisions on other officers tabled until full board could be in attendance.

Susan Watanabe Report

- Movie Night confirmed for Saturday, November 5, 5:30 pm.
- Holiday Caroling and Wagon Ride confirmed for Thursday, December 15, 6-8 pm.
- HOA Board Coffee and Conversation Event confirmed for Sunday, December 4, 11– 1 pm, Emily Levin's house. Loren will contact various bakeries for pastry donations. Emily's husband will man disaster prep booth at event. Luke will create flyers for event.
- Will create "Meet your new HOA Board" letter to post on HOA/Wix website.

- Will arrange meeting for HOA Board with City Planning Department/CIM Project staff member
- Will report back on meeting with Mark Zecca, Miracle Mile HOA HPOZ Chair

Meeting adjourned 8:45 pm

Minutes submitted by President, Susan Watanabe