

**Balboa Terrace Homes Association  
Board of Directors Meeting  
Monday, March 7, 2016**

The meeting was held at The Ninth Church of Christ Scientist, 175 Junipero Serra Blvd.. Board members present were: Jerry Bernstein, Alexa Vuksich, Sue Grazioli, George Wu, Brigitte Churnin, Darryl Gourley and Robert Mann. Absent: Caitlin Traylor. Homeowners present were: Sophie Breall, Mary Rotunno, Kevin Boulivant, Geff Scott, Bob Switzer, Mary & Roger Ritter and Elizabeth Khachigian. The meeting was called to order at 7:35.

**Secretary's Report**

The minutes of the February meeting were accepted as submitted and will be posted to the website.

*Motion made by:* Jerry Bernstein

*Seconded by:* George Wu

*Vote:* unanimous

**Financial Report** (Given by Geff Scott acting as interim bookkeeper)

Mr. Scott reported that annual assessment checks had been received from 208 members to date. One pre-lien letter was sent to a multi-year delinquent member and he was working on a payment plan with a second member. Previously filed liens had been removed from homes now up to date on their assessments. A motion was made to accept the financial report.

*Motion made by:* Robert Mann

*Seconded by:* Jerry Bernstein

*Vote:* unanimous

**Election & Nominations Committee**

Ms. Finley, Inspector of Elections, reported that she was in receipt of 178 ballots to date, a number well over the required quorum number of 145. Ballots would be opened, tabulated and the results announced at Tuesday's Annual Meeting.

**Website Committee**

It was announced that an effort would be made to capture additional email addresses from attendees at the Annual Meeting. This is part of an effort to transition BTHA communications from paper to electronic media.

A method of payment is required for our online presence. Currently, a member of the association has been handling these expenses on a private credit card. Since an entity such as BTHA cannot get a credit card, it was decided that a PayPal account would be opened to handle such expenses.

### **Articles of Incorporation**

Brigitte and Elizabeth gave a report on the committee's activity to date. They will be incorporating comments on the previously passed out revisions and will submit a new document for review by the newly elected Board at the regular April meeting. After the Board's review, the language to be adopted will be posted to the website for a 30-day membership review and ultimately a vote of the membership for adoption.

A discrepancy was brought to the Board's attention concerning the number of Board members to be elected, with the Articles of Incorporation stating one number while the By-Laws states another. The matter will be researched and language brought into sync as part of the process of revising the Articles. This would not affect the current election.

### **Architectural Review**

141 Junipero Serra: the committee requested that the owner install wooden windows.

540 Darien/10 Aptos: Mr. Bernstein shared correspondence which was received via email, responding to the letters sent to Planning by BTHA stating the our correspondence would be shared with the pertinent planners within the department.

### **Finance Committee**

The financial review is currently in process. The full report will be completed and ready for review at the April Board meeting.

### **Landscaping Committee**

A proposal by ECI was accepted by the committee and they are requesting a signature from the Board President and check for \$2,000 to begin the process of landscape planning. Ms. Breall will coordinate with Mr. Scott to make it happen. The project was previously approved by the Board with funding not to exceed \$15,000.

### **Insurance**

Various options were presented and a motion made to accept the proposal made by the Continental Casualty Company to carry BTHA's insurance.

*Motion made by:* Robert Mann

*Seconded by:* Jerry Bernstein

*Vote:* unanimous

### **West of Twin Peaks Central Council (WTPCC)**

Mr. Ritter reported that WTPCC wrote a letter in support of landmark status for the El Rey Theater on Ocean Ave. . Ingleside Terrace also supported the effort in a separate letter.

Hearing no further business, the meeting was adjourned at 9:06pm

The next meeting will be held on Tuesday, March 8th at the Ninth Church of Christ, Scientist