

MINUTES OF 04-12-2004
ROCKY RIDGE PROPERTIES OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING

CALL TO ORDER

- Board President Marshall Shambarger called the meeting to order at 1:00 PM in Suite 450, 400 South El Camino Real, San Mateo
- Board members Ron Benveniste, John Bertone, Gene Campbell, Ted Jones and Bill Trevor also attended the meeting.
- Bill Bauder and Ray O'Neal were also present.

APPROVAL OF THE MINUTES

- Approved, as corrected, the minutes of the 10-28-2003 Board Meeting.

TREASURER'S REPORT

- John Bertone gave the treasurer's report.

THE BOARD TOOK THE FOLLOWING ACTIONS:

- Approved the Accountants Review Report, December 31, 2003 and 2002. This report, with a covering letter will be mailed to all Association members before the end of April 2004.
- Approved a specific type of outside wall mounted light fixture to replace the existing light fixtures on each condominium. These new fixtures will be installed by Rocky Ridge Maintenance.
- Approved the following amounts for work to be funded by the Replacement Fund:
 1. \$9,185 for sealing roads and parking areas. The budgeted amount was \$4,394.
 2. \$63,740 for roofing replacement on units 57-60 and units 86 & 87. The budgeted amount was \$56,950.
 3. \$21,000 for exterior light replacement.
 4. \$2,408 for walkway repairs at unit 16.
 5. \$26,500 for deck replacement at units 49-52 and units 65-68.
 6. \$12,000 for building repairs.
- Approved the following amount from the Real Property Fund:
 1. \$825 for sealing the sales office parking lot. The budgeted amount was \$500.
- Approved an increase in the Association's Automobile Liability insurance to \$3,000,000, instead of \$1,000,000.

- Approved the new location for the 10-18-2004 Board Meeting to be Suite 450, 400 South El Camino Real, San Mateo.
- Approved the completion and final editing of the new by-laws and CC&R's and the assembly of the documentation required for a vote-by-mail ballot. Prior to distribution to the Association Membership, copies of the documentation will be sent to the Board Members for their review and approval.
- Approved the use of coverings for the newly mandated sprinkler backflow devices that look like native boulders, after viewing photographs of a sample installation.

PROJECT MANAGER BILL BAUDER'S REPORT OF COMPLETED AND ONGOING PROJECTS

- Snow removal went well this year, in part because of a light amount of snow.
- A number of rafter caps have been fabricated and installed.
- Boat buoys have been installed.
- Spring clean up has started.
- Painting has started.
- Some of the sprinklers have been turned on.
- The beach and tennis courts are being readied for summer.
- Chimney inspection and cleaning is underway.

LEGAL INSURANCE COMMITTEE REPORT

- The Association's Property and General Liability Insurance was renewed for one year effective March 31, 2004. Details of the coverage are being sent to each member in the mailing of the Accountants Review Report, December 31, 2003 and 2002.

OLD BUSINESS

-

NEW BUSINESS

- .Local building department inspectors have notified Rocky Ridge Maintenance that the deck railings must have vertical openings between horizontal members of no more than 4 inches. Our present railings do not meet this specification. The Rocky Ridge Board will decide around 5-29-2004, the date of the next Board Meeting, the appropriate configuration for future railings that will meet the new specifications and that are esthetically pleasing.

NEXT BOARD MEETING

- The next Board Meeting will be held at 9:00 AM on Saturday May 29-2004 in the Rocky Ridge Beach House.

ADJOURNMENT

- The Board Meeting adjourned at 3:00 PM.

EXECUTIVE SESSION

The Board met in executive session to discuss personnel matters.

Ted Jones, Secretary

2003 & 2004 Board & Annual Meeting Schedule

Date-Day-Time	Meeting	Location
04/14/2003 Mon- 1 PM	RR Board	Room 422, 851 Burlway, Burlingame
05/24/2003 Sat- 9 AM	RR Board	RR Beach House
08/30/2003 Sat- 9 AM	RR Board	RR Beach House
08/30/2003 Sat- 11 AM	RR Annual	RR Beach House
10/28/2003 Tue- 1 PM	RR Board	Room 422, 851 Burlway, Burlingame
04/12/2004 Mon-1 PM	RR Board	Suite 450, 400 South El Camino Real, San Mateo
05/29/2004 Sat- 9 AM	RR Board	RR Beach House
09/04/2004 Sat- 9 AM	RR Board	RR Beach House
09/04/2004 Sat- 11 AM	RR Annual	RR Beach House
10/18/2004 Mon- 1 PM	RR Board	Suite 450, 400 South El Camino Real, San Mateo

DIRECTORS

Names	Terms
Gene Campbell	(2002-2004)
Marshall Shambarger	(2002-2004)
Bill Trevor	(2002-2004)
John Bertone	(2003-2005)
Ted Jones	(2003-2005)
Ed Lial	(2003-2005)
Ron Benveniste	(2003-2005)

OFFICERS

President	Marshall Shambarger
Project Manager-Vice President	Bill Bauder 'Yates'
Vice President	Bill Trevor
Secretary	Ted Jones
Treasurer	John Bertone
Assistant Treasurer	Gene Campbell
Assistant Project Manager	Gary Turpin

ADVISORS

Executive Committee: John Bertone
Bill Trevor
Marshall Shambarger
Ed Lial

Finance Committee: John Bertone
Gene Campbell
Marshall Shambarger

Property Committee: Bill Bauder
Ted Jones
Ed Lial
Ron Benveniste

Legal-Insurance Committee: Roger Gault
Mel Gianola
Bill Trevor

Landscape Committee: Bill Bauder
Gene Campbell
Ron Benveniste
John Gudebski
Bill Trevor

Recreation Committee: