Balboa Terraces Homes Association

Board of Directors Meeting

Monday June 6, 2016

The meeting was held at The Ninth Church of Christ Scientist, 175 Junipero Serra Blvd.

Board Members present were: Sophie Breall, Brigitte Churnin, Jodi Kimel, Monica Hernandez, George Wu, Nancy Khalaf

Absent: Kevin Bulivant and William Thomen

The meeting was called to order at 7:35 pm and approximately 14 property owners were in attendance.

While waiting for guest speaker Supervisor Norman Yee to arrive, Joe Di Frisco started with an explanation of the Income Statement and Balance Sheet for the month ending May 31, 2016.

**Finance Update:** Joe De Frisco

Distributed and reviewed Income statement, Operating Expense Fund (checking and savings) and Bank Summary Reports. 2nd Payment was made to Ted Dubasik, CPA and Joe De Frisco, Bookkeeper. Bookkeeper expenses will start to decrease since very little data is left to input to generate monthly reports.

**GUEST SPEAKER**- Supervisor Norman Yee regarding Coyote Problem in Balboa Terrace

Supervisor Yee is aware of the coyote problem and had asked Board of Supervisors to include in the budget $225,000 to prepare a study and tag Coyotes. The money was NOT included in the budget and the Supervisor is hoping that any leftover funds will be used towards his plan. He will pursue this issue and plans to approach other District Supervisors to support his efforts.

Several audience members, as well as BTHA Board members participated in a discussion on how they felt the coyote situation should be handled.

Balboa Terrace Homes Association as a member of West of Twin Peaks Central Council wants to make a resolution to call California Department of Fish and Wildlife to remove and euthanize all coyotes found in Balboa Terrace.

A resolution will need to submitted to WOTP stating how we want the coyote situation to be handled. This information is detailed below under the WOTP updates.

Liason for Balboa Terraces is Erica Maybaum.

**Approval of April Minutes:** Jodi Kimel

As requested, I included comments from Robert Mann and Board President, Sophie Breall regarding the discussion of the AOI rewrite at the April meeting. I stated that although these comments have been added to the minutes, they are inappropriate and have no place in the meeting minutes. "Minutes are the official written record of the meetings of an organization or group. They are not transcripts of those proceedings." Using *Robert's Rules of Order Newly Revised* (RONR), the minutes should contain mainly a record of what was *done* at the meeting, not what was *said* by the members.

A motion was made to approve the April minutes without the added comments.

*Motion made by:* Jodi Kimel

*Seconded by:* Sophie Breall

*In Favor:* George Wu, Brigitte Churnin, Nancy Khalaf

Opposed: Monica Hernandez

A motion was made to approve the May minutes.

*Motion made by:* Jodi Kimel

*Seconded by:* Sophie Breall

*In Favor:* Unanimous

**Finance cont'd – Landscape Issues:** Sophie Breall

**a).** 275 Santa Ana- Discussion on how to get this property to maintain their landscaping.

A motion was made to send a letter to Homeowners stating that they are obligated to maintain the front and sides of their property within 30 days or they may be fined. Included in this letter will be recommended gardeners they could contact.

Motion made by: Nancy Khalaf

Seconded by: Sophie Breall

Vote: Unanimous

**b).** The Board received a bid from ABM landscaping to prune 41 trees along Junipero Serra and Monterey that are in the common lawn areas. The total cost was $ 2,467.00

A motion was made to perform work as described on the proposal.

Motion made by: Sophie Breall

Seconded by: Monica Hernandez

Vote: Unanimous

**c).** 369 Santa Ana- payment of dues and small claims court.

The Board will pursue filing liens on properties that have not paid their dues. Sophie Breall volunteered to take Homeowners to Small Claims Court.

**Update on West of Twin Peaks:** Roger Ritter

Most of the last meeting was about crime. The Police Captains from both Taraval and Ingleside were present. Basically, BE ALERT, BE PROACTIVE.

Coyote Situation- A resolution must have a certain format and include specific information.

Balboa Terrace Homes Association as a member of West of Twin Peaks Central Council wants to make a resolution to call California Department of Fish and Wildlife to remove and euthanize all coyotes found in Balboa Terrace. A motion was made to draft a proper resolution.

Motion made by: Sophie Breall

Seconded by: Monica Hernandez

Vote: Unanimous

**"BTHA Coyote Resolution"**

*At its regularly scheduled monthly meeting on June 6, 2016, the Board of Directors of the Balboa Terrace Homes Association, a founding member of the West of Twin Peaks Central Council, passed the following resolution:*

*The Balboa Terrace Homes Association (BTHA) hereby asks the California Department of Fish & Wildlife to remove and/or euthanize all coyotes found in Balboa Terrace, to the maximum extent permitted by state law. Recent attacks by coyotes in and near Balboa Terrace make this necessary in order to protect the residents of Balboa Terrace, especially seniors and children, and their domestic pets.*

*BTHA asks the City & County of San Francisco to implement this policy forthwith and to cooperate with the California Department of Fish & Wildlife in taking all steps necessary to do so.*

*Finally, BTHA asks for the support of the West of Twin Peaks Central Council (WTPCC) in implementing this policy, so that coyotes are not simply diverted from one neighborhood within the boundaries of the WTPCC to another.*

*Respectfully submitted,*

*Board of Directors*

*Balboa Terrace Homes Association*

**Update regarding street lamp and replacement of bulbs:** Monica Hernandez

Still researching age etc. Hoping to have Mike Riordan from PG & E to speak about the issues next month.

**Update on AOI rewrite:** Brigitte Churnin

Board members agreed on a draft of the revised AOI and Sophie Breall was going to seek legal counsel to review. A motion was made to approve the AOI draft that was reviewed and edited

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| Motion made by: | Nancy Khalaf |
| Seconded by: | Monica Hernandez |
| In favor: | Brigitte Churnin, Jodi Kimel |
| Opposed: | George Wu |

**Misc:**

Reminder that the July meeting will take place on July 11, 2016

Motion to adjourn was made by Sophie Breall.

Meeting adjourned at 9:20 pm.