

**Friendly Hills Property Owners Association
Board of Directors
Meeting Minutes
February 5, 2014**

Members Present:

Allan Nakken (President), David Belinowiz, Gus Montano, Enrique Hernandez, Jim Emery, Jeff Butler, Mike Tobin, Juan Castro, Judy Roberts

Excused Absences: Renee Perez, Lou Grimaldi, John Esprio

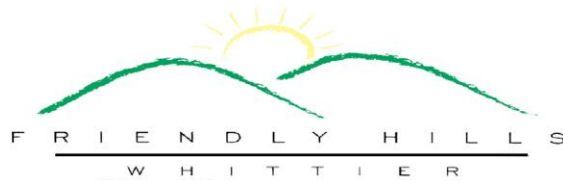
Guests: Greg Nordbak and Joe Villaescusa

CALL TO ORDER at 7:05 pm.

- ***Introduction of Guests and Comments from Residents***- Allan opened the meeting and asked that guests Greg Nordbak and Joe Villaescusa introduce themselves.
- ***Approval of minutes from November 2013 meeting***- Jim Emery made a motion to approve the minutes, seconded by Enrique Hernandez. Approved unanimously.
- ***Treasurer Report***: David Belinowiz distributed a report and gave a briefing for the month January 2014. There were no questions or comments. A motion for approval was made by Juan Castro, seconded by Jim Emery. Approved unanimously.

OLD BUSINESS

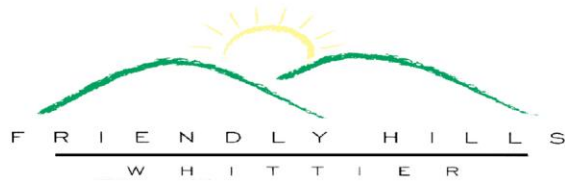
- ***WACC Car Show***: Allan will be at the car show at 9 am to select a winner for the President's Choice Award, and will return at 3pm to present the winner with the trophy. Gus brought up the closure of Villa Verde Street, and indicated that last year the closure was not done completely and did cause traffic on the street. Allan will contact Tod Linklater (car show organizer) and contact the board with further information after speaking about what needs to be done. Additionally, the FHPOA will not have a booth at this year's event.
- ***Renewal Membership and Mailings***: Allan discussed the renewal membership mailing to be sent out and what other information will be distributed. Included in the first mailing of the membership drive will be a renewal membership envelope, flyer for the Annual meeting/Candidate debate, and a flyer for the WACC car show.



- **Annual Meeting Assignments:** Allan discussed the upcoming Annual meeting scheduled for Thursday April 3, 2014, including the following items:
 1. **Technology** – Juan to get beautification pictures, script, and last year’s power point presentation to Jacob (WACC A/V).
 2. **Greeters** – Jim, Mike, and Jeff to greet members as they arrive and direct them to the membership table.
 3. **Membership Table** – Enrique, David, and Lou to be at the membership table to check members in. Juan to assist once the In-n-Out truck has been set up. (possible use of name tags)
 4. **Attire for Meeting** – Allan discussed the possibility of all Board Members wearing a FHPOA polo shirt. The idea was accepted by the Board and Allan requested a motion and approval for the purchase of the shirts. A motion was made by Jim Emery, and seconded by Enrique Hernandez. Approved unanimously.
 5. **Arrival Time:** Allan asked for all Board Members to be at the WACC meeting at 5:30pm and to stay for the duration of the event.
 6. **Questions for Candidates:** Allan asked that each Board Member submit a question for the debate by the next board meeting.
 7. **Facility Set-up:** WACC representatives will be responsible for the set-up and breakdown of the tables, chairs, and other equipment used for the event.
 8. **Facility Fee:** WACC has requested the fee of \$1075.00 for the use of the facility for our Annual event. A motion was made for the payment by Jim Emery, seconded by Jeff Butler. Approved unanimously.
 9. **Meeting Agenda:** a proposed meeting agenda was discussed. Some revisions to be made and discussed at the next meeting.
 10. **Vendors:** a discussion was had on inviting vendors to set up booths for a fee, from 5:30pm-7pm.

NEW BUSINESS / Ad Hoc COMMITTEES

- **Administrative Assistant:** A discussion was had about the need for administrative support, including preparing agendas, taking of minutes, revising of board directory & documents, and the distribution of all to board members. The board agreed. A motion was made for the hiring of an administrative assistant to be paid no more than \$100 a month by Enrique Hernandez, seconded by Jim Emery. Approved unanimously.
- **Board 2014 Objectives:** Allan discussed the need to clear FHPOA Board objectives for 2014. The following items were discussed



1. ***Benefits to FHPOA membership***
2. **Banner installation for Mar Vista light standards**
3. **Increased maintenance of monument signs, to include possible addition of solar lights and boulders.**
4. **Possible addition of monument signs on Colima**
5. **Adding duties to current gardener tasks**

STANDING COMMITTEE REPORTS

- ***Architectural:*** No Report
- ***Beautification:*** No report
- ***Marketing:*** No report
- ***Member Services:*** Judy Roberts reported that she is working with ACRO printing and Whittier Mailing to send out the first renewal letter by mid-February
- ***2012-2014 Directory-*** No report
- ***Neighborhood Watch:*** No report
- ***Newsletter:*** No report
- ***Social Events:*** Discussions on WACC car show and Annual event had earlier in meeting, no further.
- ***Nominations:*** Allan opened the floor to any guest interested in joining the board and asked them to speak on how they could assist the board as a member. Both guests Joe Villaescusa and Greg Nordbak briefly described themselves and expressed interest in joining the board.

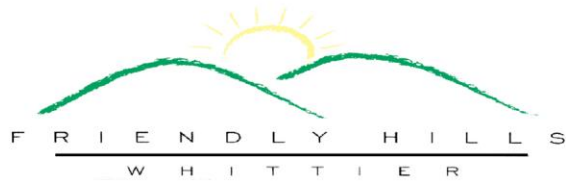
A nomination was made for Greg Nordbak, by Jim Emery, seconded by Jeff Butler. Approved unanimously

A nomination was made for Joe Villaescusa by Jim Emery, seconded by Juan Castro. Approved unanimously

Additionally, Enrique Hernandez advised the Board that Barry Stone had resigned from the Board effective immediately, by open letter to board. (See attachment)

PRESIDENT'S CLOSING REMARKS & ADJOURNMENT

- Allan thanked everyone for attending.
- Allan adjourned the meeting



- Venue for next meeting will be the Friendly Hills Country Club.
- Next meeting will take place on Wednesday, March 5th, 2014

ADJOURNED at 8:35 pm.