

STERLING POINTE ESTATES OWNERS ASSOCIATION

1220 MELODY LANE, SUITE 180 * ROSEVILLE, CA 95678 * (916) 786-6000 EXT. 324

BOARD OF DIRECTORS MEETING MINUTES

September 14, 2005

I. CALL TO ORDER

Director and Acting President Gravlin called the September meeting of the Board of Directors to order at 7:08 PM, at 9642 Sterling Pointe Court, Loomis, California.

II. ROLL CALL

Directors Present:	David Gravlin	CFO, Acting President
	Jan Killingsworth	Vice President

Directors Absent:	None
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Members:	5
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Management:	None
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III. APPROVAL OF THE MINUTES

Director Gravlin approved the minutes of August 2, 2005.

IV. APPOINTMENT OF NEW DIRECTOR

In accordance with Article 5.06 of the Bylaws of Sterling Pointe Estates Owners Association, Director Gravlin moved to appoint Marty Parker to fill the open Director position created by the resignation of Director Paul Tupin. Director Killingsworth seconded the motion and the motion was passed. On behalf of the Board, Director Gravlin expressed his appreciation to Director Parker for his willingness to serve the Association.

V. COMMITTEE REPORTS**Architectural**

Glen Reed reported that the Architectural Committee has approved the landscaping plans for Lot 26. He also reported that the Owners of Lot 59 have submitted plans for their front yard landscaping. The Committee is awaiting the submission of the complete application together with the plans for back landscaping before granting final approval.

Glen Reed raised the issue of clarifying the definition of “landscaping” with regard to the requirements for back yard landscaping. Director Gravlin asked the Architectural Committee to make a recommendation to the Board for a clarification at the October Board meeting. He requested that the Committee’s recommendation be unambiguous so that the Board could easily enforce it.

Glen Reed reported that the Committee approved a slight modification in the placement of the gate on Lot 55.

Financial

Director Gravlin reported that the Association is still waiting for escrow to close on Lot 55 in order to collect monies owed.

VI. MANAGER’S REPORT

None.

VII. UNFINISHED BUSINESS**Association Use of Management Company**

Director Gravlin reported that he received a proposal from CEO for full management service. Currently, the Association pays CEO \$300 per month for accounting services. CEO would charge an additional \$600 per month for full service, which would include attendance at Board meetings and help with CC&R violations. Director Gravlin has also asked for a proposal from Kocal Management, another service that serves the Los Lagos development and 70 other developments in the region. Director Gravlin expects to have the proposal by October.

Director Killingsworth reported that she contacted several title companies for recommendations and also was referred to Kocal Management, among others.

Vehicle Parking

Director Killingsworth reported that she has reviewed the parking regulations in the CC&Rs for four other developments. Most were worded in approximately the same way as those in the Sterling Pointe CC&Rs. Director Gravlin noted that the provisions of Article 4.17 in the Sterling Pointe CC&Rs are ambiguous and make it difficult to enforce certain regulations. However, Article 4.17 also gives the Board the power and authority to establish additional rules, restrictions and penalties regarding parking. Director Gravlin suggested that the Board create and adopt a set of rules and restrictions that clarify the provisions of Article 4.17. Director Parker will build on Director Killingsworth's work and create a draft proposal for Board consideration at the October meeting.

Welcome Booklet

Directors Gravlin and Killingsworth approved the draft "Owners Handbook" created by Secretary Parker. Secretary Parker said that she will get feedback from the Welcome Committee members, Patti Penrod and Judy Benson, and then create the final version of the booklet. Once the Handbook is complete, Judy Benson and Patti Penrod will begin their formal welcome visits to new owners, beginning with all the new owners on Rim Rock Circle.

Amending the CC&Rs

In past meetings, the Board has discussed the possibility of amending the CC&Rs to eliminate the ambiguities that make enforcement difficult. Noting that the cost to amend the CC&Rs is substantial, Director Gravlin recommended that the Board draw up a summary of the areas of concern and present it at the annual meeting for feedback from the membership. Director Gravlin will lead this effort.

VIII. NEW BUSINESS

Annual Meeting

The Annual meeting of the Association is to be scheduled for December 6, 2005 at 7:30 p.m. Secretary Parker will call the Loomis Library to arrange for the meeting room, and will notify CEO of the date, time, and place of the meeting.

Director Parker proposed that the Board make plans at the October board meeting for the annual election of Board members.

Road Repair on Sterling Pointe Court

Glen Reed informed the Board that the contractor on Lot 52 has not yet resurfaced the trenches that were dug to bring in additional power. Neighboring owners have expressed concern about the dust resulting from the unfinished project. Reed requested that the Board send a letter to the Owner stating that the resurfacing must be completed within 7 days. Director Gravlin will review the issue and send the letter.

Annual Dues

Glen Reed raised the issue of a possible increase in annual dues, noting that the costs for road repair are rapidly escalating and suggesting that the Association take that into account. Director Gravlin remarked that the annual dues would probably go up for several reasons. He also noted that next year the Association must update the road reserve fund study, which will give the Board better visibility to the reserve amount required.

Board Meeting Notifications

Director Killingsworth suggested that the Board use an "A-frame" sign holder to announce the date, time and place of the monthly board meetings. Secretary Parker suggested that the sign holder might not be necessary if every Owner can be notified via email. Parker is working on updating the Owner Roster and will advise the Board at the October meeting as to the feasibility of using email for notification purposes.

"PR" Name for Lot H

Secretary Parker asked the Board to approve the colloquial use of "Sterling Pointe Preserve" when referring to the common area "Lot H." Parker noted that in writing about the amenities of the development, "Sterling Pointe Preserve" had far more appeal than "Lot H." The Board approved use of the name.

Request from Equestrian Group

Glen Reed reported that the head of the local equestrian group approached him to ask if the Owners Association would like to purchase a park bench that would be

installed near the equestrian staging area. The cost would be \$624.70. CFO Gravlin said that he did not believe that he could justify the expenditure to the Association membership and declined the offer.

IX. NEXT MEETING

- The next meeting of the Board of Directors is scheduled for 7:00 p.m. on Tuesday, October 11, 2005.

X. ADJOURNMENT

Director Gravlin moved to adjourn the meeting. The motion was seconded by Director Killingsworth and passed. The meeting was adjourned at 8:05 p.m.

Submitted by Elizabeth Parker, Secretary.

ATTEST:

Dave Gravlin, Acting President

DATE: _____

SECRETARY CERTIFICATION

I, Elizabeth Parker, Secretary of the Sterling Pointe Owners Association, do hereby certify that the foregoing is a true and correct copy of the minutes of the Sterling Pointe Owners Association Board of Directors meeting held on September 14, 2005 as approved by the board members in attendance of the meeting.

Elizabeth Parker, Secretary

DATE: _____