

BIG SKY COMMUNITY ASSOCIATION**BOARD OF DIRECTORS MEETING**

Thursday, December 11, 2008, 6:00 P.M.

REGULAR SESSION MINUTES**DIRECTORS PRESENT**

Greg Brower
Rick Kleidosky
David Papotta
Bonnie Amrein
Gary Doctrow

PARADIGM ASSOCIATION MANAGEMENT GROUP, INC.

Michelle McCracken, CMCA, Managing Agent
Jennifer Gannion, Property Specialist

I. CALL TO ORDER

The Regular Session Board of Directors meeting was called to order by Greg Brower at 6:10 P.M. The meeting was held in the community room of the Simi Town Center at 1555 Simi Town Center Drive , Simi Valley , CA 93065 .

II. CONSENT CALENDAR

Unanimously approved by Board.

Resolution: Acceptance of minutes from the Board of Directors Meeting held on October 30, 2008.

Resolution: Acceptance of the executive session minutes from the Board of Directors Meeting held on October 30, 2008.

Resolution: The audited financial report for year ending May 31, 2008 and the financial statements for September and October 2008 were tabled until the January 2009 Board Meeting.

Resolution: The Board of Directors accepts the Management Report, Work Order Report., and places both on file.

III. GUEST SPEAKER

Gothic Grounds Management provided an update to community as to the condition of the property since their takeover of the landscape contract on August 16, 2008.

IV. NEW BUSINESS**A. BIDS FROM GOTHIC GROUNDS MANAGEMENT FOR ADDITIONAL PLANTING/IRRIGATION SERVICE**

Resolution: The Board of Directors approves all the proposals submitted by Gothic for landscape improvements, except the proposals on pages 12-13 which were tabled.

B. CORRESPONDENCE REVIEW

Resolution: The Board of Directors reviews the correspondence as provided and places on file.

V. UNFINISHED BUSINESS

A. DRAINAGE ISSUE IN GLENMEADOW

Resolution: This issue was deferred to the executive session due to the fact that legal counsel has been dealing with the issue.

VI. HOMEOWNER FORUM

In accordance with California Civil Code Section § 1363.05, each homeowner was given 3-5 minutes to address the Board of Directors.

VII. NEXT MEETING

Board of Directors Meeting, Thursday, January 8, 2009 @ 6:00 P.M. @ Community Room, Simi Valley Town Center.

VIII. EXECUTIVE SESSION

The Board of Directors adjourned to Executive Session for the purpose of holding disciplinary hearings and reviewing legal correspondence.

MEETING ADJOURNMENT – 8:00 P.M.**DOCUMENT APPROVAL:**

Signature of Secretary: _____

Date of approval: _____

BIG SKY COMMUNITY ASSOCIATION**BOARD OF DIRECTORS MEETING**

Thursday October 30, 2008, 7:00 P.M.

REGULAR SESSION MINUTES**DIRECTORS PRESENT**

Jay Sucher
Scott Blatt
Steve Alkana
Aaron Babit
Myrna Garcia

PARADIGM ASSOCIATION MANAGEMENT GROUP, INC.

Michelle McCracken, CMCA, Managing Agent
Krisi Davis, CEO/ Owner
Jennifer Gannion, Property Specialist

I. CALL TO ORDER

The Regular Session Board of Directors meeting was called to order by Jay Sucher at 7:00 P.M. The meeting was held in the community room of the Simi Town Center at 1555 Simi Town Center Drive , Simi Valley , CA 93065 .

II. CONSENT CALENDAR**Unanimously approved by Board.**

Resolution: Acceptance of minutes from the Board of Directors Meeting held on September 11, 2008.

Resolution: Acceptance of the executive session minutes from the Board of Directors Meeting held on September 11, 2008.

Resolution: Acceptance of Financial Report: As of August 31, 2008, the financial statements and bank reconciliations reflect \$1,003,052.30 in the Operating Accounts, \$309,705.88 in the Reserve Accounts, Owner's Receivable of \$184,361.12, Utility Deposit of \$9,216.00, bring the total current assets to **\$1,506,335.30.**

Resolution: The Board of Directors accepts the Management Report, Work Order Report., and places both on file.

III. GUEST SPEAKER

Gothic Grounds Management provided an update to community as to the condition of the property since their takeover of the landscape contract on August 16, 2008.

IV. NEW BUSINESS

A. BIDS FROM GOTHIC GROUNDS MANAGEMENT FOR ADDITIONAL/IRRIGATION SERVICE

Resolution: The Board of Directors approves all the proposals submitted by Gothic for landscape improvements, except the proposal on page number 13.

B. CORRESPONDENCE REVIEW

Resolution: The Board of Directors reviews the correspondence as provided and places on file.

V. UNFINISHED BUSINESS

A. DRAINAGE ISSUE IN GLENMEADOW

Resolution: The Board of Directors instructs Management to contact Standard Pacific and set a community wide meeting at location to go over proposed fix for the drainage issue and notify homeowners in Glenmeadow that they are welcome to attend.

B. UPCOMING ELECTION

The Board of Directors reminded the homeowners that the election will be held on November 13, 2008 and to mail their ballots in to make sure that the Association establishes quorum so that the election can take place.

V. HOMEOWNER FORUM

In accordance with California Civil Code Section § 1363.05, each homeowner was given 3-5 minutes to address the Board of Directors.

VI. NEXT MEETING

Association Election to be held on Thursday, November 13, 2008 @ 7:00 P.M. @ Community Room, Simi Valley Town Center .

VII. EXECUTIVE SESSION

The Board of Directors adjourned to Executive Session for the purpose of holding disciplinary hearings and reviewing legal correspondence.

MEETING ADJOURNMENT – 8:00 P.M.

DOCUMENT APPROVAL:

Signature of Secretary: _____

Date of approval: _____

[September, 2008](#)

[August, 2008](#)

[July, 2008](#)

[July, 2008 Special](#)

**BIG SKY ASSOCIATION
ANNUAL MEETING OF THE MEMBERSHIP
MAY 29, 2008
MINUTES**

NOTICE Upon due notice given and received, an Annual Meeting of the Big Sky Association was held on May 29, at 6:00 pm, at the Simi Valley Town Center, 1555 Simi Town Center Way, Simi Valley, CA.

CALL TO ORDER The Annual Meeting was called to order at 6:00 pm by Greg Brower, President.

INTRODUCTIONS Management personnel, current Board members, the Association's legal counsel and the ballot inspector and staff were introduced.

DETERMINATION OF QUORUM Lisa Davis, the appointed ballot inspector from The Ballot Box announced that a quorum of a majority of the membership had been reached. A quorum of 183 units was required, and 335 members were represented either by receipt of an absentee ballot, presence in person or by proxy.

MINUTES Copies of the minutes from the 2007 meeting were not available for review at this time.

EXCESS FUNDS The IRS requires the membership adopt a resolution regarding the use of any excess operating funds at end of the current fiscal year. The vote regarding the use of any excess funds was listed on the ballot.

CLOSE REGISTRATION Motion was duly made, seconded and unanimously passed to close registration at 6:40 pm.

ELECTION OF NEW BOARD MEMBERS There are two (2) Directors to be elected. In accordance with the Association's adopted election rules nominations from the floor of the meeting are not permitted. The following candidates were introduced:

Bonnie Amrein
Aaron Babit
Greg Brower
Myrna Garcia
Michael Montijo
David Papotta
Matthew Smithlin

Each candidate was allowed an opportunity to make a brief statement and answer questions from the membership.

VOTING The voting procedure was explained, voting took place and ballots were collected. Motion was duly made, seconded and unanimously passed to close balloting at 7:15 pm.

TABULATION The ballot inspector counted the votes received for the election of the new Board members.

BIG SKY ASSOCIATION ANNUAL MEETING OF THE MEMBERSHIP MAY 29, 2008

REPORT OF BALLOT INSPECTOR The ballot inspector reported that the following candidates have been elected to the Board of Directors for the following terms:

CANDIDATE NAME TOTAL VOTES Bonnie Amrein 43 Aaron Babit 175 Greg Brower 143 Myrna Garcia 144 Michael Montijo 89 David Papotta 59 Matthew Smithlin 13

DIRECTORS ELECTED TERM Aaron Babit 2011 Myrna Garcia 2011

IRS RULING 70-604 TOTAL VOTES In Favor 302 Opposed 18 Abstain 15

OPEN DISCUSSION An Open Forum to allow for discussion from the homeowners was conducted, and various topics were discussed.

ADJOURN There being no further business to be discussed at this Annual Meeting, the meeting was adjourned at 8:05 pm.

ORGANIZATIONAL MEETING Although a quorum of the new Board of Directors was present following the Annual meeting, the Board agreed to hold an Organizational Meeting to elect officers and determine the next meeting date at a later

date.

ATTEST Respectfully submitted by Lisa Davis, appointed Inspector of Election, The Ballot Box.

Secretary Date

BIG SKY COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Thursday, April 10, 2008, 6:00 P.M.
REGULAR SESSION MINUTES

DIRECTORS PRESENT

Scott Blatt
Gary Doctrow
Greg Brower
Steve Alkana

DIRECTORS ABSENT

Jay Sucher

PARADIGM ASSOCIATION MANAGEMENT GROUP, INC.

Krisi Davis, CEO/ Owner
Michelle McCracken, CMCA, Managing Agent
Alicia Elliott, Recording Secretary

I. CALL TO ORDER

The Regular Session Board of Directors meeting was called to order by Greg Brower at 6:15 p.m. The meeting was held in the community room of the Simi Town Center at 1555 Simi Town Center Drive , Simi Valley , CA 93065 .

II. APPOINTMENT OF DIRECTORS

Following an interview of all qualified and interested applicants, the Board of Directors appointed Mr. Steven Alkana and Mr. Jay Sucher to the Board of Directors. These appointments will be held for the balance of the terms (Feb 2009).

III. CONSENT CALENDAR

Motion: Doctrow / Second: Brower

Resolution: Acceptance of minutes from Board of Directors meeting held on February 29, 2008.

Resolution: Acceptance of Financial Report: As of January 31, 2008, the financial statements and bank reconciliations reflect \$930,744.66 in the Operating accounts, \$254,511.99 in the Reserve accounts, Unfunded Reserves of \$11,343.00, Owner's Receivable of \$126,460.16 and Utility Deposit of \$9,216.00 for total assets of **\$1,332,275.81**. It reflects a net income of \$172,509.62 and a year-to-date reserve funding of \$92,726.07 compared to a budget of \$98,606.00.

Resolution: Acceptance of Financial Report: As of February 29, 2008, the financial statements and bank reconciliations reflect \$994,309.29 in the Operating accounts, \$279,407.85 in the Reserve accounts, Owner's Receivable of \$138,777.83, Prepaid Contract Expense of \$7,490.00 and Utility Deposit of \$9,216.00 for total assets of **\$1,429,191.97**. It reflects a net income of \$296,112.99 and a year-to-date reserve funding of \$117,621.93 compared to a budget of \$111,564.00.

Resolution: That the Board of Directors approves the increase of the Fidelity Bond limit from \$600,000.00 to \$775,000.00 in coverage in order to be in compliance with the Association's CC&R's. (Management to confirm that the park is not part of the coverage)

Resolution: That the Board of Directors approves the Audit Tax Proposal from Robert A. Owens, CPA to be

performed for the May 31, 2008 year end for the amount of \$1,400.00.

IV. NEW BUSINESS

A. GATE REPAIR: Motion: Doctrow / Second: Brower

Resolution: That the Board of Directors approves the bid from Steve's Automatic Gate Service for the needed work to bring these gates up to the standard of good working order for the amount of \$5,764.00 to be paid from the Reserve account.

B. LANDSCAPE PROPOSALS: Tabled

V. UNFINISHED BUSINESS

A. **ANNUAL MEETING:** Reminder that the HOA Election will be held on May 29, 2008.

B. DOGGIE STATIONS: Tabled

C. **DESIGN REVIEW COMMITTEE APPOINTMENTS:** Aaron Babit and Randolph Nemecek.

Resolution: That the Board of Directors appoints Aaron Babit and Randolph Nemecek to serve on the Design Review Committee along with board member Scott Blatt.

D. MONUMENT SIGN REPAIR: Motion: Blatt / Second: Doctrow:

Resolution: That the Board of Directors ratifies the work done by Signature Signs in the amount of \$661.11 for the replacement of missing letters on the Monument Sign located on the corner of Falcon & Miles tone.

A. HOMEOWNER FORUM

In accordance with California Civil Code Section § 1363.05, each homeowner was given 3-5 minutes to address the Board of Directors.

B. EXECUTIVE SESSION

The Board of Directors adjourned to Executive Session for the purpose of holding disciplinary hearings and reviewing legal correspondence.

C. NEXT MEETING

The next Board of Directors meeting will be the annual meeting of the members to be held on May 29, 2008 at 6:00 P.M. at the Simi Valley Town Center- Community Room.

D. ADJOURNMENT – 7:00 P.M.

DOCUMENT APPROVAL:

Signature of Secretary: _____

Date of approval: _____

BIG SKY COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
 FRIDAY, FEBRUARY 29, 2008, 6:00 P.M.
REGULAR SESSION MINUTES

DIRECTORS PRESENT

Scott Blatt
 Gary Doctrow
 Greg Brower

PARADIGM ASSOCIATION MANAGEMENT GROUP, INC.

Krisi Davis, CEO/ Owner
Michelle McCracken, CMCA, Managing Agent
Jennifer Gannion, Managing Agent
Frank Jauregui, Managing Agent

GUESTS

Lisa Tashjian, Esq: The Law Offices of Rapkin, Gitlin & Beaumont

I. CALL TO ORDER

The Regular Session Board of Directors meeting was called to order by Greg Brower at 6:35 p.m. The meeting was held in the community room of the Simi Town Center at 1555 Simi Town Center Drive , Simi Valley , CA 93065

II. CONSENT CALENDAR**Motion: Doctrow / Second: Brower**

Approval of the consent calendar included: Meeting minutes for both general and executive session meetings held on October 25, 2007; Financial statements of September, 2007; October 2007, November 2007 and December 2007; and Management reports.

III. NEW BUSINESS

A. BOARD OF DIRECTOR VACANCY: Acceptance: The Board of Directors accepted the resignation of members Samantha Alvarez and Lori Symans. The Board of Directors will appoint members to fill the vacancies at the next Board of Directors meeting.

B. ELECTION RULES: Motion: Doctrow / Second: Brower: Approval of Election Rules. Management will distribute to the membership.

C. PARKING POLICY: Motion: Doctrow / Second: Brower: Approval of ratification to parking policy. Management will distribute to the membership.

D. NOTIFICATION OF HOA BUSINESS: Motion: Blatt / Second: Doctrow: Approval of installation of community bulletin board at main entrance to community.

E. HOA ELECTION: Motion: Doctrow / Second: Brower: Approval of proposal from The Ballot Box to perform annual meeting and election functions. The Ballot Box will begin this process by mailing candidate statements to ensure that all candidates that intend to run are included.

IV. HOMEOWNER FORUM

In accordance with California Civil Code Section § 1363.05, each homeowner was given 3-5 minutes to address the Board of Directors.

V. EXECUTIVE SESSION

Executive Session meeting resolution:

The Board of Directors met in executive session on Friday, February 4, 2008 at Dakota's Restaurant in the Simi Town Center for the purpose of interviewing management companies. The Board of Directors interviewed Fidelity Management Group, Paradigm Association Management Group and Valencia Management Group. The Board of Directors approved the management proposal submitted by Paradigm Association Management Group. The start date will be February 15, 2008. The final service date for Merit Property Management will be February 29, 2008.

VI. NEXT MEETING

The next Board of Directors meeting will be held on April 10, 2008 at the Simi Valley Town Center- Community Room.

VII. ADJOURNMENT

DOCUMENT APPROVAL:

Signature of Secretary: _____

Date of approval: _____
