

Legacy Community Management, LLC
P.O Box 36248
San Jose, CA 95158
Tel: 408-677-3110
www.legacycommunitymgt.com

HOA BOARD MEETING AGENDA AND ANNUAL MEETING
UNIVERSITY SQUARE OWNERS' ASSOCIATION
NOVEMBER 9, 2016 AT 6:10 p.m.
Location: PGA Superstore Conference Room 1751 E Bayshore Road
East Palo Alto, CA 94303

1. Annual Membership Meeting (Agenda previously mailed) 6:10 PM
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Note: This meeting is open to the membership per Civil Code 4045

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| 1. Call to order | 6:30 PM |
| 2. Approval of Agenda | |
| 3. Approval 8/31/16 Board meeting minutes | 6:35 PM |
| 4. Approval of 3 board directors by acclamation & Election of Officers & Appointment of Arch. Committee Member | 6:40 PM |
| 5. Speaker: Canopy, Inc. | 6:45 PM-7:00 PM |
| 6. Treasurers' Report | 7:00 PM-7:30 PM |
| Reconciliation of quarterly finances | |
| Delinquency assessment update | |
| 2017 Budget approval | |
| Assessment increase | |
| Mark Shade-Disclosure Packet for the HOA at \$600. | |
| Collection Agency | |
| CPA | |
| Sec. of State checks sent in for change of Management | |
| 7. Adjournment Open Board Meeting | |
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| 1. Into Executive board meeting | 7:30 PM |
| This meeting is closed to the membership per Civil Code 4935 | |
| 2. Compliance/Violation letters | |
| 3. Delinquency/Collections | |
| 4. Legal Matters | |
| 5. Adjournment at: 8:00 PM | |