**Minutes BHIA Board: October 28, 2024**

I.    Call to order at 7:03 pm  
          Attendance:

Amy Sanford, Don Dains, John Keller, Michael Corbett, Pam Shaffer, Rodrigo

Espinosa, Susan Dan, Guy Anthony, Steve Epstein (President Emeritus)

Absent: Nick Ho, Jan Akers, Gus Petropoulos, (President Emeritus)

II.   Officers’ reports

Secretary’s Report (Minutes from Board Meeting June 24, 2024)

* Motion to approve: Rodrigo moved, Pam seconded
* Unanimously approved.

Treasurer’s Report

* Michael goes over transactions, all relatively minor
* Expenses for this year’s annual meeting, Net of $ 700, includes a reimbursement for expense for room from last year which makes the entries look odd.
* Motion to approve: Susan moved, Jean seconded
* Unanimously approved.

Draft Budget

* New category for newsletters, had been part of ‘Membership’.
* Software budget came down slightly due to one software item that we pay biannually.
* Proposal to subsidize purchase of fire extinguishers by members, budgeted at $ 1000.00 for 2025.
* Printing and mailing budget increased by 7% in hope of getting more members.
* Decrease in expected interest income due to declining interest rates.
* Budget has been discussed and approved by Finance committee.
* This will be presented to membership in annual meeting in an abbreviated format.
* Motion to approve: Motion to approve: Don, Susan seconded
* Unanimously approved.

III.   Committee/project reports and Old Business

* No request was made to provide committee reports, but we will take verbal updates.
* Steve: Reported an attempted burglary on Summit Road.
  + Steve will attempt to get more information on the incident.
  + Information we have is third hand information.
  + Homeowner involved is not a member.
  + BPD does not contact BHIA, when we believe that we could be a meaningful contributor.
  + We do not, and have never, given out
* John: 2024 Emergency Preparedness Drill
  + Approx. 25 people turning out
  + Reduced participation from previous years.
  + Decline seems to have declined based both on transferring organization of drill to BNN as well as the fact that the drill is a repeat of the same drill that’s been run every year.
* Amy: Flock Cameras
  + Have three in place now
  + One was delayed due an issue with visibility for the camera due to its placement relative to a tree.
  + Should we put up signs that say we have license plate reader signs?
    - Would that scare off criminals?
    - Or would criminals find other ways to exit neighborhood? Or take off license plates?
* Michael: SalesForce database
  + No update
* Steve: New neighbor welcome
  + It would be good to have a new committee leader for new neighbor welcoming to report on this.
  + This should be an easy role for new person who is not a board member to handle this roll.
* Amy: Fire extinguisher project
  + Originally suggested as a project by CCFD.
  + Subsidize expense for homowners
* Amy: Annual meeting
  + Will be similar to previous annual meetings.
  + Confirmed Captain Eamon Allen will be our featured speaker.
  + Expecting Q&A, and hoping to getting new people to be asking questions.
  + Providing sweet and savory treats was discussed with roles assigned.
  + Susan may buy a fire extinguisher as a door prize.
  + We may need to do the election first to get that done in time. Steve needs to leave a little early.
  + Do we want to do a Neighborhood Party sign-up? Would anyone new want to be a host? Usually this is separate.

VI. Announcements/Adjournment

Next Meeting: Annual meeting, Nov. 4, 2024, Burlingame Community Center

Next board meeting: Not likely to have a meeting in November. Often we don’t meet again until January. We could do a board meeting that’s a party.

Communication with Amy can be difficult. Use text for urgent items, rather than email.

Adjournment:

* Susan moved to adjourn, Don seconded
* Unanimously approved at 7:43.

Submitted by John Keller for Jan Akers