

Approved

BOD Meeting 10.16.17

Call to order: 8:30am

Present: Jennifer Eaton, Terry Hennessey, Tony Bartholomew, George Santry, Maureen Dore, by telephone- Tim Haas.

Approval of Minutes: Jennifer made a motion to approve the 05.16.17 minutes, seconded by George, motion carried.

Presidents Report: None submitted.

Budget: Fees to remain at \$315.00, income and revenues, Jennifer- no rental income and none anticipated. Terry- Capital contribution- we anticipate 10 to sell in 2018. Y.T.D. as of August is 7 units. Tony- We don't want to record interest on the operating side because it is reserve money. Annual adjustments made to Management salary according to the Accountants calculations. Maureen- Insurance remains the same and may come in lower at renewal time. Bad debt was reduced. No bad debt anticipated. Tim- did we hear from utility companies on rates? Maureen- didn't receive an answer from them. An increase was given for the utilities. Golf cart maintenance is down. Roof repairs have come in high. Increased slightly and will see what 2018 brings. Reduced landscape maintenance. Reduced mulch. Added a line item for Termite inspections with no amount allocated until we see what results the inspection brings. Jennifer- added a line item for website maintenance with \$500.00 allocated. Lawn pest control- is the board ready to move with a new vendor? Tim- one vendor doing both lawn and pest holds them accountable. Brightview is quick to respond. Maureen- Brightview is on site more often and so problems are found sooner. Irrigation has gone up significantly. Maureen- I've been trying to bring the cost down on irrigation repairs. Tim- doesn't want to change irrigation companies. All agreed to move forward with Brightview for the agronomics.

Motion: Tim made motion to move to Brightview lawn pest control. Jennifer seconded. Motion carried.

Termites- Jennifer discussed whose responsibility is it for the termite treatment and suggested getting legal counsel to confirm who is responsible. All agreed to have the attorney put in writing whose responsibility it is. Discussion on if we could use capital improvements to pay for the treatment. All agreed not to use those funds for the termite treatment because it would deplete the account. Maureen had 3 companies come out to inspect the building that was suspected to have termites. All 3 confirmed the unit had them. All agreed to move forward with the inspections on all buildings. George mentioned another condominium association was sued by an owner due to the

association not treating for termites in a timely fashion. The inspections are free. Jennifer suggested sending a letter out to the owners with the annual mailing giving them a heads up on the termite inspections. Discussion on how to move forward with the possibility of more affected units, all agreed to have the inspections and wait for the cost to come in. Jennifer discussed Maureen attending the inspections and felt that it was not the best use of her time and it is a liability to have her in the units. All agreed that the owner's should arrange to be present, give the office a key or have someone they know to be present during the inspections.

Financials- Tony discussed finding another bank to open a new CD. Tony said Trustco wants to discuss having them take over the banking. But the funds wouldn't be FDIC insured due to the CD we already have with them.

Legislative changes- Jennifer went over the new website requirements, more posting of documents. Board member cannot serve more than 4 2year consecutive terms unless no other members are willing to serve. Maureen will be attending a seminar for the changes and will report to the Board.

Board member Protocol- Jennifer discussed on documents for a better committee structure. Maureen, Tim and Jennifer worked and developed the forms for committees.

The state requirement for the completion of board certification training now has to be sent to the department of business. Discussion on requiring new board members to take a class in addition to reading the docs and statutes.

January social- Find residents willing to help with organizing a social and possibly having entertainment.

Website- the current system is obsolete and not user friendly. Jerry Lavish has been maintaining and Maureen will be taking on that responsibility but needs an updated system to use. Proposals were obtained and a company has been selected to get a new site up and running with a new platform called "word press". It is easy to work with.

Motion- Jennifer made a motion to hire the vendor for the website implementation and to budget up to \$2,000.00 for the project. Terry seconded, motion carried.

Also, have a backup person to learn the new website system. Maureen will ask who wants to learn once the system is up and running. Terry discussed on the timeline to have it done. New websites have until July 2018 to get things up and running.

Clubhouse furniture- Maureen will get estimates for replacements of the ottoman and possibly a rug.

Fountain- the middle fountain is tripping the breaker and a new one was installed with the same results. The lake company is doing an analysis on the system.

Guardhouse- Discussion on the poor condition of the guardhouse and it is time to look into replacement of. There are carpenter ants and insecure. A building of a more permanent structure is needed. Terry volunteered to head up a research on what options there are with a possible plan for next year. Tony suggested saving money by no security. Others agreed that a lot of owners who purchases said that security is one reason they bought into the community. Comment made on security being a deterrent. Discussion on making sure we are committed to having security long term before investing into. All agreed that there are no plans to discontinue security.

Adjourned- 9:45am