

## **BOARD OF DIRECTORS MINUTES December 19, 2018**

Rick Rodgers (RR), Mark Schwartz (MS), Joel Mickelberg (JM), Paul Luff (PL), Tina Talansky (TTa), Amy Wert (AW), Merle Neulight (Scribe absent)

### **I: PRIOR MINUTES**

- A. **JM: MOTION:** Approve the minutes from November 28, 2018 as submitted.
- TTa:** Requested changes. Tabled. To be voted on next month.

### **II: FINANCIAL REVIEW**

#### **A. Delinquency Report**

- a. **AW:** One resident is behind two months and two are behind one month.

#### **B. Treasurers Report**

- a. **MS:** R28101 CD is coming due @ 1.5%. Renewal for 1 year is 2.5% at Monument Bank. **MS: MOTION:** Renew the CD. **TTa: 2<sup>nd</sup>** Approved 5-0.
- b. **MS:** Telephone bills are still too high. **AW: ACTION:** Will follow.
- c. **MS:** Reviewed Contributed Capital through November and noted advanced payments for spring projects that were previously approved.
- d. **MS:** Total Turf behind on billings. Discussion. To see if some can be accrued into 2018 that was incurred.
- e. **MS:** Empire Fitness contract renewed with a small increase.
- f. **MS:** R&R Glass completed work in the pool area. We received a 10% discount using the Contributed Capital.
- g. **PL:** Dissatisfied with the response on the mulch from TT. Wants the mulch to be deeper and last longer. Much reaction from residents at the annual meeting. Discussion. **JM and AW: ACTION:** Will speak with TT on increasing the amount.
- h. **MS:** General items: HBI finished all the crack seal work on the streets. There are bad cracks in a lot of new places. Frank's electric is moving through the clubhouse with the LED replacement program. AM Mechanical is doing maintenance on HVAC systems.

### **III. LANDSCAPE AND ARCHITECTURAL**

- A. **Requests**-none presented at this time.
- B. **PL:** Fence on Delmont was repaired. **AW: ACTION:** Will have contractor quote on the gate in that location for 2019.

### **IV: GROUNDS MAINTENANCE SCHEDULE/MAINTENANCE SCHEDULE**

- A. No open items.

### **V. MAINTENANCE SCHEDULE**

- A. **JM:** Noted that the FOB list in the computer needs to be put on a memory stick for safekeeping.

- B. **PL:** Other items on the schedule are complete.
- C. **AW:** Excel spreadsheets review of pending and open and closed items in the development. Discussion on the open items, some since March, including a mailbox post and mailboxes to have them resolved with TT. **AW: ACTION:** Will reach out to them. Board wants to look to hold back money to have the items repaired in a timely fashion.

#### VI: CORRESPONDENCE

- A. **AW:** XX Five Ponds Circle-Concerned about the tree on Street Road and the bent parking sign on the circle. **AW: ACTION:** Will respond to the resident and obtain a work order to have the sign straightened.

#### VII: ADDITIONAL OPEN ITEMS

- A. **AW:** Showed sample letter regarding the change of ownership of various homes in the development. This was approved to be distributed to the appropriate list of residents.
- B. **RR:** Reviewed that all the exterior sprinkler heads have to be replaced and/or verified every ten years per code. There are ten of them around the perimeter. Cost estimate is \$1500 plus labor.
- C. **JM:** Two residents initiated claims. They are presently in the hands of our insurance carrier.
- D. **TTa:** No more newcomers' brunch. Too much work with too many long-time residents in attendance, not enough newcomers. Next newcomers' invitation gathering will be with the Board, new people, committee and chairpersons. Wine and cheese will be on January 23 at 7pm, including Board spouses.
- E. **MS:** Manion completed the roof inspection. DKC Services and Construction was here to do several odd jobs, cleanups, and shelves. Reported that they did a good job. Need to have Beradelli minimize the chemicals in the pump room. Have quotes to fix the weather stripping on several exterior doors at \$472. **MS: ACTION:** Obtaining a breakout of labor and materials.
- F. **MS:** Inquiring about an additional bike for the gym from Empire Fitness. A few pieces of equipment are nearing end of life and may need to be replaced in 2019.
- G. **MS:** There will be two more closings in December and will be set up in the Capital Program in January.

VIII: **NEXT MEETING**-Wednesday January 23, 2019 at 9:00am.

#### IX: ADJOURNMENT

- A. **JM: MOTION:** Adjourn the meeting. **TTa: 2<sup>nd</sup>** All approved 5-0. 12:10PM