

BOARD OF DIRECTORS MINUTES

April 26, 2017

PRESENT: Rick Rodgers (RR), Mark Schwartz (MS), Paul Luff (PL), Tina Talansky (TTa), Amy Wert (AW).

ABSENT, Merle Neulight (Scribe), Joel Mickelberg (JM)

RR: Opened the Board of Directors meeting at 8:34 AM.

I: PRIOR MINUTES

PL: Minutes for March were not distributed prior to meeting. Tabled until next meeting.

II: FINANCIAL REVIEW

A. Delinquency Report

- a. **AW:** XX Villa and XXX Villa still have balances above normal.

B. Treasurers Report

- a. **MS:** All Money Market accounts are below the threshold of \$250K.
- b. **MS:** All of our invoices and bills match.
- c. **MS:** Verizon bill is now \$202 per month **JM: ACTION:** Needs to contact Comcast to do a deal to reduce the costs.
- d. **MS:** WC policy renewed.
- e. **MS:** Common repairs with CAK Electric for street lights
- f. **MS:** Aqua Link issue with the old pond aerator. Discussion. **PL: ACTION:** Will contact Aqua Link to review in detail.
- g. **MS:** Still looking into other cards other than the AmEx. Capital One is a good alternative. Discussion. **PL: ACTION:** Will look into applying for the card.

III: LANDSCAPING

- A. PL:** Lawn Mowing issues with TT. Discussion. A number of items will be formalized in a letter to the vendor regarding lawn and mulch. **AW: ACTION:** Will send letter.
- B. PL:** Review of the quote for the creek bed clearing. Have not yet walked the property. **PL: MOTION:** Accept the \$1195 bid if the walkthru shows good and Christ's Home will split the bill. TTa: 2nd All approved 4-0.
- C. AR:** XXX Villa attic vent request. No issues pending contractor proposal and insurance forms.
- D. AR:** XXX Clubhouse – Discussion. Concern on size of tree and amount of rock. Rejected
- E. PL:** XX Five Ponds Circle– request has no year round material in the garden. Rejected.
- F. Monthly Grounds Maintenance Schedule**
 - a. **PL:** No open issues.

G. Monthly Contract and Maintenance Schedule

- a. **MS:** AM Mechanical filters, float and Cabana opening with well pump scheduled for next week.

IV: EMERGENCY RESPONSE GROUP UPDATE

- A. TTA stated that we do need to have someone on the board for the 3-4 months of the winter for daily inspections. Discussion.

V: CORRESPONDENCE

- A. **AW:** xxxVilla Dr.-snow plow timing **AW: ACTION:** Will respond with a thank you.
- B. **AW:** xx Clubhouse Dr- issue with plants on wall and in beds. **AW: ACTION:** Will put on fall review for replacements. Homeowner to do any plants by the house.
- C. **AW:** xxx Villa Dr – request to fix cracks in driveway. Discussion. Board following up with vendor.
- D. **AW:** xxc Fairway Dr – repairs to fence area **AW: ACTION:** Will issue WO

VI: OPEN/ADDITIONAL ITEMS

- A. **RR:** Fire Pump area needs to be repaired around the water pump bearings. Investigated two vendors and got a good pricing from Fire Tech Equipment for \$2300. May have other small issues. **PL: MOTION:** Approve up to \$2450; **MS: 2nd** : All approved 4-0.
- B. **PL:** Quote from CAK Electric on the install of two timered outlets in the breezeway at the entrance to the Clubhouse. Total for one \$786, second one at the same time, \$585. **PL: MOTION:** Approve from the Capital account. **MS: 2nd** Approved 4-0.
- C. **MS:** Maintenance done on Pool fence, fence in the rear on Cloverly and the repair on FPC by County Line Fence, Cement work and the emergency gate on Delmont was restrapped by PL.
- D. **MS:** Common Area all signs were installed. HBI could not put the signs in the exact locations requested due to underground utilities.
- E. **MS:** May 1 for R&R Glass to repair the pool glass and doors. Manion Roofing still needs to do a contract for the semi-annual maintenance of the Clubhouse roof. Raymour and Flanagan come out to repair the chairs and are ordering new screws for the legs. Not plastering the pool until next year.
- F. **MS:** Only have one quote for the generator – Stewart Electric. Need to confirm location with AM Mechanical for gas line install.
- G. **MS:** Four vendors now have quotes in for the security cameras.

VII: GUEST Karen Schwartz (KS)

- A. **KS:** Updated Board on the progress with the new sofas for the ballroom. Have and presented additional items for the Board to consider in the update and upgrade of the ballroom and the front lobby. Listed Cocktail tables, 4 chairs, and 2 existing chairs to be reupholstered, Server. All the projects listed have a price of \$5286 plus tax. KS is trying to get the tax removed.

Discussion on projects and committee members including TTa, KS, and Penny Barenbaum.

- B. TTa: MOTION:** TTa to approve up to \$6,000 for the decorating committee to complete the items listed and pick up additional items for the project within that budget from the Reserve. MS: 2nd Approved 4-0.

VIII: NEXT MEETING

- A. Next Meeting May 10, 2017 at 9 am.

IX: ADJOURNMENT

- A. Meeting Adjourned at 11:00 AM