

Board Meeting Minutes

Meeting Title: Limited Edition Condominiums Board Meeting		
MINUTES	Meeting Date: July 5, 2016	Meeting Time: 6:00 p.m.
Meeting Location:	Mitch Cox Companies	
Type of meeting:	Board Meeting	
Facilitator:	Sharyon McKinney	
Note taker:	Karen Fender	
Attendees:	Paul Kelley, Harry Buck, Chuck Rich, Jim Cooper, Clifford Andes	
Next meeting:	Monday, July 11, 2016 @ 7:00p.m. Annual Mtg Meeting Location: MCC Tuesday September 20, 2016 @ 5:30 Board Meeting	

The meeting was called to order at 5:40 by Board President Paul Kelley
 Approval of Minutes from last meeting – The minutes were approved as presented.
 Treasurer’s Report for June 2016 – Operating \$12,374.83, Reserve \$50,017.63
 Delinquent Accounts– None

Year-End Financial Reviews – The Year End Financial Reviews for 2014 and 2015 should be completed and ready by annual meeting next week.

OLD BUSINESS

Previous Owner Requests/Updates:

#16 – Moisture in crawl space. The Owner has agreed with All Pro Pest Control to not spray the crawl space but to have her crawl space vent replaced as Wayne Sims with All Pro feels will take care of the moisture issue. She is willing to sign an agreement stating such. Management will prepare a statement for both Wayne Sims and the owner to sign. David Whitson will install a new foundation vent this week.

#38 – The Hemlock privacy row of trees is in poor health. Paul and Harry inspected it after Phillips Landscaping cleaned out leaves piled at the base of the trees. Harry’s recommendation it to trim and cut them back a bit to make them grow in thicker to provide better privacy. Management will obtain quotes for this work to be completed and include Harry in meeting with the contractors as he has experience in how to trim them for the best growth results. Management advises to remove no more than 25% off the top of the trees or they may go into shock and possibly not survive. The sides can be lightly trimmed to shape them up.

Management also advises to apply Ironite and fertilizer this fall. Management will obtain quotes for this as well.

#48 – Requested a mulch bed under the two BP trees next to his unit due to no grass and it being muddy. Two quotes obtained:

Phillips – Will have a quote by 7/6.

W&W - \$400 includes materials. Work includes killing the grass and installing mulch in a decorative shape as advised by management.

Jim Cooper made a motion to spend \$400 for installation of this mulch bed. Andes seconded the motion and it was approved. Harry Buck abstained from voting.

Maintenance

Driveway Replacement Discussion

#12 Carpenter

#18 Spurrier

#64 Wooten

#66 Webb

World of Concrete – Completely replace 3 driveways \$12,000. (18, 64, 12)

Peter's Concrete (General Contractors) – Left voice mail. No return call.

Ryan's Concrete – Chuck - awaiting quote.

Asphalt Roads – Benny – Sending a quote by tomorrow morning but they are backlogged until November for any work.

Ben Rutledge – Left message...no return call.

The board elected to hold on new concrete driveways for #12 and #66. Management will continue to collect the quotes and email the board as soon as they are compiled for #18 and #64. The Owner of unit #64 has indicated she might share in the cost to get her driveway replaced, per her earlier conversation with management.

Entrance Sign Repair

Face of brick wall repair has been completed. David Whitson with W&W Landscaping will touch up the wall crack that was repaired with a dark mortar stain testing it first on a small area at the bottom of the wall to determine if the large crack repair would be less noticeable.

Back of wall – W&W Landscaping quoted to apply a taupe colored stucco to the back of both walls for \$700. This job is a little more labor intensive due to the back of the wall being painted. Metal will need to be installed on the wall in order for the stucco to adhere to the wall. W&W quoted a special price for this job since he was given the opportunity to do the front wall brick repair.

Entrance Landscape:

Remove old junipers, install missing junipers and add cold hardy blanket roses, ground cover crepe myrtle, or dwarf abelia with daylilies. This project was on hold to be a Fall Project. The board agreed to not do any additional landscaping at the entrance walls at this time.

Landscape

Plant fertilization – Weed/grass pre-emergent will be included in the next Landscaping Contract to be applied in Spring 2017. Paul requested Landscape quotes from Rustic Ridge and a Landscaper in Jonesborough (contact info given to Karen). Management also recommended Englewood. Quotes will be obtained by Management prior to working on a budget for next year. Management will send a detailed landscape contract to the board for their review and modifications prior to requesting bids. (Management notes a special TN license is needed to spray Round-Up, treat plant diseases and apply weed control or pre-emergents to grass)

NEW BUSINESS

New Owner Requests:

#3 – Mulch control around Bradford Pear. Management was approved by the board to place a metal ring edging ring around the tree to hold the mulch from washing away from it. W&W will install.

#30 – A large section of guttering or downspout was reported as being in his back yard.

Management called W&W Landscaping to inspect and advise where it came from/repair it.

#30 – Plants at the front right are dead and need to be replaced. This will be done in the fall.

The edging around them needs to be corrected to prevent erosion. Management will use the same type of metal edging to be used at #3. It will be driven in the ground to be sure it is secure.

#54 – Harry Buck had reported the plants at the back of this unit are dead. Mike Duncan of Englewood Lawn and Landscapes will evaluate these plants and make a recommendation as to whether they can be treated and saved or if they need to be removed.

Paul mentioned that the management contract is to provide a quarterly newsletter which has not been done. Management will commence doing one in the future.

The Annual Meeting Agenda was reviewed and approved with corections/revisions.

Nominations received to date for out-going board members Jim Cooper, Clifford Andes are as follows:

Angela Webb Unit 66,

Bob Shelton, Unit 38

Joe Abounader, Unit 10

Each of the nominees have agreed to serve. Nominations from the floor will also be accepted and a vote taken at the Annual Meeting.

Notices for the meeting were mailed on June 10, 2016 with another one going out on June 28. The second mailing was done in order to be in compliance with the By-Laws of meeting notice time line of sending notices out 7 – 15 days prior to the meeting date.

Clifford made a motion to renew the management contract which renews August 1, 2016 but there was no second to the motion. The board will vote at the board meeting following the Annual Owner meeting regarding the renewal of the management contract with JMC Management Company, Inc. It was clarified that the JMC Management Meetings are to be held in the management office.

Clifford made a motion to adjourn the meeting at 6:20. Chuck seconded it and the meeting was adjourned.

The next regular board meeting will be September 20, 2016 at 5:30.

ANNUAL OWNER MEETING

The Annual Owners Meeting is to be held on Monday, July 11, 2016 at 7:00 p.m. at the JMC Management Company office which is located at 2304 Silverdale Drive, Suite 200, Johnson City, TN.

Directions: Princeton Road to Silverdale Drive (on right). Office Park in on the left. Suite 200 is marked Mitch Cox Companies over the door.