

Board Meeting Minutes

Meeting Title: Limited Edition Condominiums Board Meeting		
MINUTES	Meeting Date: May 17, 2016	Meeting Time: 6:00 p.m.
Meeting Location:	Mitch Cox Companies	
Type of meeting:	Board Meeting	
Facilitator:	Karen Fender	
Note taker:	Karen Fender	
Attendees:	Paul Kelley, Marsh Grube, Harry Buck, Chuck Rich, Jim Cooper, Clifford Andes	
Next meeting:	Monday, July 11, 2016 @ 6:00p.m. Annual Mtg	Meeting Location: MCC

The meeting was called to order by Board President Paul Kelley

Paul Kelley requested a Moment of Silence.

Approval of Minutes from last meeting – Marsh made a motion to approve the minutes from the last meeting. Harry seconded the motion and it passed.

Treasurer’s Report for April 2016 – Operating \$9,829.83, Reserve \$49,115.53

Delinquent Accounts – There are no delinquent accounts this month.

OLD BUSINESS

Previous Owner Requests/Updates:

#16 – Moisture in crawl space. See Terminex inspection report and owner letter attached.

Vance with Terminex has advised that just a fungus treatment will be \$600. The \$400 price was if they did the entire treatment of spray and encapsulation of the crawl space.

Wayne with All-Pro will inspect the crawl space on Wednesday, May 18 about lunchtime and call the management office with his recommendation and quote. Management will email the board for an electronic vote on completing this work.

#32 –Marsh reported that the debris from the poison sumac trees had not been removed but only cut down and left on the property. Management will contact W&W Landscaping to come back and haul it off.

#38 – Hemlock privacy fence is in poor health due to leaves being blown around the tree bases and not removed. He wishes the leaves to be raked and hauled off and the trees fertilized or the privacy row replaced. Management called Phillips Landscaping to remove leaves. This should be completed. Harry and Paul will evaluate to see if the Hemlocks need to be trimmed to assist in their thickening and growth. They will advise management if they would like a tree trimming quotes.

Maintenance

Driveway Replacement Discussion – The board agreed that Driveways for units 12, 18 & 66 were in need of repair.

World of Concrete – Completely replace 3 driveways \$12,000. (18, 64, 66) at 3800 psi.

Management suggested that 4,000 psi is the standard recommended strength. Management will contact World of Concrete to discuss.

Management Management is awaiting quotes from Peter's Concrete and Ryan's Concrete.

Management is also contacting concrete restoration companies for advice/pricing from them.

Management will contact World Concrete to request 4,000 psi and to see if the quote changes any with the change in unit numbers to be done.

Entrance Sign Repair – W&W said he would do the repair for \$2,500 and provide a warranty on his work. Management will email the new quote with the warranty to the board upon receipt. Paul made a motion to allow W&W to complete the work on both sides of the entrance walls with a written guarantee. Clifford seconded the motion. The motion passed.

Entrance Landscape: This project was put on hold until after the brick wall repair is completed. It will be discussed as a fall project.

Landscape

Plant fertilization – Weed/grass pre-emergent. Paul indicated that the pre-emergent was to be in Phillips Contract. Management will question Phillips regarding what Titan Turf did as there is still clover patches in many yards. Marsh mentioned that she has a lot of crab grass in her yard. Paul indicated that he has seen an improvement in the appearance of the grass but that it is not where they expect to be. Paul mentioned they are not using the deflector on the deck to prevent throwing grass all over decks, houses, fish pond, etc. Marsh reported that they blew off her deck BEFORE they even mowed last week. Clifford Andes stated that mulch is still being blown out into the yards. Management will speak with Phillips about all of these issues plus the issues they have noted and take pictures of.

Management Inspection/Owner Comments

#30 The plants that were replaced on the left side of the unit are washing away again. Needs to be shored up. Management will speak with Phillips Landscaping.

#32 There are many weeds in back of this unit that need to be taken care of.

NEW BUSINESS

New Owner Requests:

#16 – Needs a boot on back downspout into drain pipe. W&W was contacted and stated they would be installing one on May 17.

#48 – Requested a mulch bed under the two BP trees next to his unit. Management has inspected and feels a decorative mulch bed encircling the two trees would eliminate the “mud hole” problem and look nice there. Management to obtain quotes for creating that bed and report to the board via email.

#20 – Patio deteriorating at edge due to weed eater. Management has inspected this patio and the top coat that was added by an owner is crumbling off. Photos were provided to the board. It is coming off at the edge of the patio but it has a hole in the center of the patio as well. This top coat is owner responsibility as it was added by them without board approval.

Gutters – Clifford asked about gutter cleaning. The gutters were cleaned in late fall/early winter. Management will double check to see when gutters were last cleaned, have someone check the gutters and clean only those needing it.

The board and management have noticed several areas where the black plastic edging around several homes is broken. The board requested Phillips check the black plastic and pull out what is bad and begin edging those locations.

Unit #38 appears to be installing a sidewalk at the back of the unit without permission from the board. In addition, there is quite a bit of clutter at the back of the unit. The board requested management send a reminder regarding the requirement of permission to alter the common property and to dis-continue installing the sidewalk until proper procedures have been followed and request the clutter to be cleaned up. In addition, there is a plant bed next to that unit that was installed without permission some time ago that is in disrepair and full of weeds. The letter will also require them to repair and weed this plant bed regularly or remove it as it is on association common property.

#56 – Has a trailer parked in the driveway again. Management will contact the owner to have the trailer removed immediately.

#56 – Paul Kelley requested management inspect the moisture on the outside of this unit (right hand side) and see if it needs to be addressed.

#36 – There is a drainage issue that management photographed and showed the board where mulch is washing away, etc. Management will have W&W go fix the down spout/drain at the back of the unit.

Annual Meeting Plans

Set Date/Time/Location – Monday July 11, 2016 at MCC Conference Room at 6:00.

Nominations for out-going board members – Jim Cooper, Clifford Andes.

Angela Webb of Unit 66 Has agreed to serve on the board if elected. Anyone else in the community interested in serving may call the management office and express their interest to be placed on the ballot. Jim Cooper is willing to remain on the board if elected to another term.

Agenda – The agenda will be developed by the board closer to the date of the meeting.

Notices for the Annual Meeting must be mailed 7 – 15 Days prior to meeting according to the governing documents of the association. Management will mail the notices within the required time frame and they will include Proxy forms and requests for nominations for board members.

Set next Meeting Date/Time – Tuesday, September 20, 2016 5:30 p.m. will be the next board meeting.

There was no further business. Marsh motioned to adjourn, Chuck seconded the motion and it passed. The meeting adjourned at 7:15 p.m.