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## Board Meeting Minutes

July 23, 2015

### Called to Order:

The meeting was called to order at 5:10 PM. Board members present were John Foss, Bob Jones, Lynn Ostler and Susie Nulty. Doug Massingill was absent. Steve Kouri from Courtney and Courtney (C&C) was present.

### Approval of Prior Meeting Minutes:

The June 2015 minutes were ratified as amended.

**Treasurer's Report:** See attached report. C&C had provided the Board members a new list of checks that will be signed at this meeting. Since the current HOA insurer will no longer be offering our coverage, a loss run is needed for potential new insurers from Allied. The Board would like to have at least 3 proposals to review. The cash balance is high due to significant spring and early summer water cost savings. Some of these funds will be moved to reserves and could be used to cover the pond area renovations. There were questions on the 2 insurance payments and where the some monies were posted. Some of the work done by HT, the front entrance area, for example, will be deducted from the BluSky payables. Also some HT work will be billed to the appropriate owner. Most of the awning work will be covered by the insurance company through BluSky. C&C will provide the Board with the GL activity each month so funds activity can be easily traced.

### Old & New Business/Discussion Items:

- Pond progress:** The Board is pleased with the current progress. HT will cover some of the new concrete costs at the pond.
- Water mitigation:** Engineer's report received for #24. Owner will install sump pump.
- Insurance:** Discussed during Treasurer's report
- Irrigation/turf Repairs:** These repairs behind the first building have been done by HT. All other systems have been fixed and Bob will review in coming week.
- Railroad ties:** Dan will remove soon. Owner may plant some bushes in this area. The existing irrigation will not be modified.
- Solar Lights:** Installation going well and cost effective.
- Chinmey Caps:** #82 & #93 Proposal from BluSky to repair these received. C&C will obtain a bid from Western Fireplace to compare.
- Letter to owner** reviewed concerning existing rules and regulations regarding the common area outside the town homes and board member duties. C&C will send out.
- Window Casing/Sill/Head:** Window rot in these areas are the responsibility of the owner along with any interior and exterior damage caused by these failures.
- Painting:** Project is still progressing well now that the rains have subsided - River Star working on last 4 buildings.
- Exterior Sump Pumps:** Repairs in process as arranged by C&C.
- Gutters:** Diamond Roofing estimate received today and proposal to follow.
- Concrete:** Itemized list of repairs and replacements estimated at \$15K. Only \$3K in budget. Some gutter and curb work will be delayed until next year and no lifting will be done this summer. Contractor is very busy but will schedule these repairs as soon as possible, particularly for #24 entrance work.
- Arborist:** The proposal received by C&C today and will be passed along to the board for review.
- Landscaping:** O'Malley Lawn & Garden Care has been doing various small jobs.

### ACC Requests

- request received at C&C for window well covers. Steve will pass along to John and Swede for review.
- request received and approved for replacement windows.
- Awnings:** Some posts are not painted and Steve will check with Brownie about painting these – special oil base needed.
- Interior Paint:** There are several invoices for interior paint used for roof leak damages and paid by owners. Owners will be reimbursed and BluSky to cover these costs.
- New Mail Box numbers:** New numbers have been added per USPS recommendation – Board thanks Lynn for this and all her other hard work at Woodbridge.
- Stop Sign damage:** Siding will be added to bottom of pole and rocks placed around base to protect it from further damage.
- Exterior Lamp Glass:** Brownie will be asked to repair the damaged glass at #36.
- Clean up Day:** John will ask owners on Friday about the August 15<sup>th</sup> cleanup day. An organizer is needed.
- Pond Parties are in progress and every other Friday with notices on mailbox buildings.**
- Annual meeting will be on September 24, 2015**

**Adjournment:** Meeting adjourned at 7:20pm. The next Board meeting will be on **August 20, 2015** at 5pm, in unit #56.

Respectfully submitted, Susie Nulty