

DIVISION 7 CONDO HOMEOWNER'S ASSOCIATION  
BOARD OF DIRECTORS ANNUAL MEETING MINUTES  
SEPTEMBER 21, 2017

Board members present: Steve Lavelly, Cal Murphy, Joel Ogden, Mike Mowatt, Teresa Knapp-Streeter, and Dawn Kerns. Nancy Baer was absent.

Verification of Quorum: Met quorum with 17 proxies and 17 votes submitted at meeting.

Call to Order: President Steve Lavelly called the meeting to order at 9:30 am. He asked that homeowners' comments be held until end of meeting unless there are questions/comments about budget.

Approval of Last Year's Annual Meeting Minutes: Reading of minutes aloud was waived because each homeowner was sent a copy. Director Mike Mowatt moved that the minutes be approved; motion seconded. Motion passed.

The board members introduced themselves, gave a brief history, and what part they play on the board.

**Treasurer's Report:** As of the end of August, 64% of overall budget has been spent. There are still some homeowners who are behind in their dues. Budget projection is good for end of year.

The audit should be completed by the end of September or the beginning of October. The Audit Committee will assist the treasurer in future audits and issues that come up during the year.

Since the total of funds in First Federal exceeded \$250,000, some funds were transferred to Key Bank for CD, MMA, and a small checking account. We are earning a small amount of interest. (Funds over \$250,000 are not guaranteed by FDIC.)

**Maintenance and Architect Report:** Mike has had slow response from contractors; most of the work is done during the summer and workers require one year advance.

Building 108 was painted recently after some setbacks. Mike would like to paint two units every year with a 9 year cycle.

There are plans to reroof one building this year.

Is there a schedule for moss removal? Yes. Steve Carr takes care of the moss and rain gutters on a regular basis.

Is there a rule that says homeowner should be contacted in a timely manner after submitting work request? Mike tries to contact people right away but can't give a solid timeline if it involves an outside contractor.

117C has a deck that is peeling. She feels that it should be addressed sooner than later to avoid a rotted deck next year.

**Landscaping Report:** Approximately 42% of this budget has been spent. Cal Murphy reported that new plants will be purchased to replace the plants that have been removed or will be removed.

Mike reported that the plan is to landscape around large green electrical boxes if the current wooden "fences" deteriorate.

Homeowner of 143 commented that her water has been turned off. Cal responded that water was turned off because of the water build-up in that area. The soil has a high clay content and so water does not soak in. The water from the golf course also contributes to the build-up.

Cal welcomes calls from anyone having landscaping problems so they can discuss it one on one and he can understand their point of view.

There were numerous comments by homeowners regarding landscaping. See below. Cal will look into all of them and determine which ones need to be discussed with the landscape crew.

**Audit Committee:** It is a new committee with Mike Mowatt, Alan Smith, Jack Marlowe, and Steve Welborn. They met last week and started working on a charter for what they want to do. Mike should have a draft of it by October's meeting. The Treasurer will serve as the liaison between the board and the committee. It is hoped that the committee can take some of the burden off the Treasurer.

**Emergency Preparedness Committee:** Joel Ogden has a meeting scheduled at the Gathering Place on October 2, 2017, at 6 pm. There have been a number of earthquakes in Mexico lately and Joel wants to help us continue to be prepared in case of earthquake here.

**New Business:** Budget has passed by a vote of 32-2. Mike Mowatt and Cal Murphy have been elected to serve on the board.

**Homeowner Comments:**

Does the groundskeeper position go out on bid? It appears he is doing just the minimum. He has barked once but weeds are still coming through.

Green space between 116 and 126 has been brown all summer.

Weeds getting waist high on golf course side of residence.

Crew is mowing “nothing” behind north units. There’s no grass where they mow.

It took a long time to get water turned on this year.

Is the landscape crew supposed to prune? How far on hill are they supposed to prune/trim? Hedge has been there for years.

Hedge has been trimmed in years past but not much recently.

Old contract said landscaper would replace dead landscaping/shrubs.

Steve Lavelly responded to some of the comments: plants need to be trimmed/pruned at certain times of the year or they will not bloom the following year. They also need to be planted at certain times depending on the plant.

Landscaper’s contract does not say that he is to replace sprinklers. He does not do heavy irrigation. Sanford is hired to do that.

Next regular meeting is October 19, 2017 at 9:30 am.

Next annual meeting is September 20, 2018.

Meeting adjourned at 10:22 am.

Respectfully submitted,

Dawn Kerns  
Secretary