

DIVISION 7 CONDOMINIUM HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTOR'S MEETING MINUTES
Thursday, February 16, 2017

Regular Meeting

Call to Order

President Steve Lavelly called the meeting to order at 9:30 a.m.

Board Members present: Steve Lavelly, Cal Murphy, Dawn Kerns, Mike Mowatt, Ray Christiansen, and Teresa Knapp-Streeter.

Also present: Joel Ogden 142D, Marty Whitaker 117A, Jack Marlowe 117C, Penney Van Vleet 117C, and Kitty Hawks 133-A

Certification of Quorum

President Lavelly verified a Quorum of Board members was present.

Approval of Minutes

The Thursday, January 19, 2017 minutes were approved.

Presentation

Steve Lavelly read the Thank you letter Jeanne Wooldridge sent to the board for the resolution of her roof situation.

Treasurer's Report- Teresa Knapp-Streeter

Teresa Knapp-Streeter reported that the bookkeeper does not yet have our 2017 budget. Vicki was able to give us a Balance sheet for January 2017 showing January expenditures. Teresa will ask Ray Christiansen about the budget and see that Vicki receives it as soon as possible.

Delinquent List: All but one unit are current with their dues.

The re-roofing schedule has been located. Lloyd indicated at the last meeting that the re-roofing cycle would start again in 2018, but the re-roofing schedule located lists 2027 as the next year for re-roofing. Teresa will contact Lloyd Hightower for clarification on the schedule.

Maintenance & Architect Report – Mike Mowatt

1. Unit 156C: Brad completed the deck rebuild for the previously approved bid of \$6200.00. He discovered that the windwall at this location is rotted

and submitted a bid of \$1,250.00 to rebuild it, which I approved so that he could complete the job without delay and added costs.

2. Brad completed the window replacements for units 134A, 137B, and 156C for a total cost of \$1,125.00 previously approved.
3. Unit 161: There is ongoing work for water damaged walls and ceiling that resulted from a roof leak. Remediation and new drywall repairs are estimated to be \$2,200.00. The roof repairs was \$562.00.
4. Steve Carr performed no work for us during January due to the weather.
5. Robert LeMaster, Unit 137B, was invited to attend the meeting to discuss window replacements in his unit. He was not present today.
6. Unit 163 the sound in the chimney is an on-going issue and Mike thanks the owner for patience as we address this issue.
7. Unit 117 A has moisture in the crawl space. Mike Mowatt spoke to Sanford and the landscaping company and they assure him there is not a leak in the irrigation system. Unit 137A also reports having water in the crawl space in the past. When the sprinkler system was turned off on the golf course side of that unit the water cleared up. Mike has a call in to a company to assess the problem.
8. Joel Ogden asked about moss removal as his roof had not been done this year. Mike will ask Steve where he left off and that is where we will start back up on it in the spring when weather permits.

Landscaping Report – Cal Murphy

Cal Murphy reports that the barking on the golf course side of the south side units was completed sooner than anticipated. He asks for board approval of \$5700.00 for barking. After discussion, it was moved to approve \$5700.00 for barking but charge the barking budget, which will then show a negative balance. Motion M/S/P.

The board asks that owners please note that bark and earth must be kept at least 6 inches away from siding to avoid wood rot.

Unit 121B has asked for a tree in her yard to be removed.

Unit 117 C –Hedge height discussion. The hedge at building 117 is currently at different heights in front of different units on the golf course side. For visual harmony and ease of work for the landscapers, the landscape head would like the hedge trimmed to one height the whole run of the building.

The owner of 117-C presented a letter to the board outlining her understanding of the past permission the past owners had been given to keep the hedge at five feet.

The SLOA rule that states no hedge on the golf course side of buildings shall be over four feet high. Division 7 is subject to the SLOA rules

The past records will be searched to see if any written permission can be found addressing the issue. The board would like to remind owners that plants in the common areas are not privately owned and the board has the right and responsibility to maintain the hedges and other plants in a way that follows the governing rules and promotes visual harmony.

Insurance Report

Dawn Kerns reviewed the packet the insurance company sent her and requested the documents from various board members she will need to provide to the insurance company. We will get those documents to her as soon as possible.

Committee Reports

Emergency Preparedness Committee – Joel Ogden reports the committee is going well and that a couple of our owners have completed the Community Emergency Response Team (CERT) training for emergency preparedness.

The committee will have their next neighborhood meeting in April.

Old Business

Ray Christiansen asked Mike Mowatt about the progress on his roof; Mike will discuss it with him after the meeting.

New Business

1. Steve Lavelly asked each board member to write a job description for their position on the board to provide future in-coming members with a blueprint of their duties.

2. Steve Lavelly asked Board members to compile a list of vendors they use with Company name, contact name, phone number, address, fax number, type of work they provide, rate work 1-5; 1 being poor; and business license tax id, etc.

Owner's comments

Ray mentioned that checks are still going to the wrong address. Please check that if you do bill payment online, you have changed the address for our payment.

Next Meeting

The next regular board meeting is scheduled for March 16, 2017 at 9:30 a.m.

Adjournment

The meeting was adjourned at approximately 11:30 a.m. The next Board Meeting will be on Thursday, March 16, 2017 at 9:30 a.m.

Respectfully submitted,

Teresa Knapp-Streeter
Secretary