



**THE CONDOMINIUM OWNERS AT MILL RIVER, INC.**

**BOARD OF DIRECTORS MEETING**

**Thursday 1/11/2018**

**LOCATION: Association Services, Inc.**

**1110 W Park Place, 3<sup>rd</sup> Floor Conference Room**

**MEETING MINUTES**

**Board Members Present:**

Doneda Allen, President

Ann Farrar, Treasurer

George Silva, Director at Large

**HOA Management**

Ben Weaver, ASI

**Absent:**

George Carnie

**I. Call Meeting to Order:**

Doneda Allen called the meeting to order at 8:25 a.m. and a quorum was established as three (3) Board members were in attendance.

**II. Approve November 9, 2017 Meeting Minutes:**

Ann motioned to approve the 11/9/17 meeting minutes with changes. Doneda seconded the motion. Motion carried by all.

- III. Maintenance Report:** Ben reported that the sample dryer vents have been installed, will monitor for function and durability over winter. Locations of their installations will be sent to board to inspect. Spot cleaning of problematic gutters was performed before snow started for the winter, will evaluate this issue again in spring. The Annual fire sprinkler inspection was performed last week, no issues to report out of that. Backflow device testing is coming up soon. Discussion of snow removal deferred to old business. The stairwell railing that had freeze damage was removed, repaired and then refinished, and reinstalled.

**IV. YTD Financial Report:**

A draft of the year end financial statement for 2017 was reviewed. These will be reviewed in further detail and re-visited at the next meeting of the board.

**V. Committee Reports:**

a. ACC & Building Committee:

- i. Railing: Discussion of painting vs. powder coating of the railings with rust coming through finish. Painting can be done on-site, while powder coating requires removal. A few select railings that are in the worst condition will be removed and taken to be powder coated as this can be done this winter.

b. Landscape Project Committee Update:



- i. The committee will be soliciting suggestions for spring plantings. Special emphasis will be placed on dead and dying plant replacements.

**VI. Old Business:**

- a. Resolution -The rules resolution document needs another signature to be recorded.
- b. 2018 Budget – The board voted via email on 11/29/17 to approve the 2018 budget. George Silva motions to ratify this vote, Doneda seconds the motion. The motion carries.
- c. Lease Tracking- Just over 30 responses have been received from the lease registration mailing sent out. The overall number of rentals now shown has decreased, but second homes have increased from units that were registered as primary residences. There are still several units that have not responded, but for lending guidelines the Association is sitting very well.
- d. 2017 Reserve Study- The funding model presented needs to be updated by the reserve study company prior to a final draft, the inventory list has been corrected.

**VII. New Business:**

- a. No new business to discuss at this time.

**VIII. Adjourn:**

There being no further business to conduct, Doneda Allen moved to adjourn the meeting. Motion carried to adjourn at 10:07am

*Minutes were respectfully prepared by ASI.*