

THE CONDOS AT MILL RIVER

Meeting of the Board of Directors
August 2, 2019 | 2:30pm
1110 W Park Pl. STE 101, 1st Floor Conference Room

Minutes Draft

Board Members Present

Jaqueline (Jackie) Bruns

Rachelle Honeycutt

George Silva

Diane Fineo

Bruce Bengé

Management

Ben Weaver, ASI

- I. Meeting called to order – 2:33pm – Quorum present with entire board present.
- II. Determine Board Terms and Vote on Officers
 - a. 1 Year Terms – Jackie, Bruce
 - b. 2 Year Terms – George, Rachelle
 - c. Diane moves, George Seconds, Bruce as Treasurer, motion carries unanimously.
 - d. Diane moves, George Seconds, Rachelle as Secretary, motion carries unanimously.
 - e. George moves, Bruce Seconds, Diane as President, motion carries unanimously.
 - f. Diane moves, Bruce Seconds, George as Vice President, motion carries unanimously.
 - g. Diane moves, George Seconds, Jackie as Member at Large, motion carries unanimously.
- III. Approve 6-18-19 Meeting Minutes
 - a. Correction made to Landscape Committee Report –
 - b. Bruce Moves to approve minutes, George seconds, with corrections – motion passes unanimously.
- IV. Common Area Maintenance Report (*ASI*)

Railings will be started week of August 12
Lot striping will be selectively Implemented in 2-3 weeks – Signs to be installed
Diane and Jackie and Rachelle will look at nighttime lighting needs on the east side of the complex. This will be done within the next week, and then bids requested.
- V. Financial Report

- a. Bruce presented merits of fiscal year change feasibility for July-June. Extra tax return and some paperwork. George motions, Diane Seconds, motion carries, to move the fiscal year to this.
- b. Separately – Working capital funds will be needed this year for budget overages. Bruce suggests that the bark should be paid entirely out of working capital account and use the savings from operating towards the overage on snow removal.
- c. Bruce and Ben will start working on draft budget.
- d. Ben to send reserve study to board members.
- e. George moves, Rachelle 2nds to accept June Financials, motion carries unanimously.

VI. Committee Reports

- a. 2019 Committee Appointments, Structure
 - i. Diane suggests all committee volunteers be contacted stating – thank you for your interest, you will be contacted by your respective committee liaison with the board.
- b. Bylaws – No committee will be formed at this point
- c. ACC – Committee members will need to be confirmed – Walk thru will start shortly. Jackie will serve as Board liaison for this committee. Screen doors discussed, of the 4 that were reported that were potentially not in compliance, 1 had been variance approved by prior board.
- d. Landscape - Charlie, Diane, Jackie, Diane is board liaison
 - i. Aspen trying to locate curly willow – attempting to locate these, pricing is \$500 per for a 3” caliper \$150 for smaller ones, large ones will be used in prominent areas. Diane is negotiating discounts on these, but they are a special order, so standard discount less likely. Many trees are dying. Rootsup would like to try an injection on the maples that are dying. ASI will provide a landscape expense summary to the treasurer. Irrigation is split so berms get 3x a week with a longer time cycle. Lawns get 4x a week, on the alternate days. 18 zones, 24 hours all tied together. Lightening storms caused all the clocks to reset. Rachelle concerned over top of berm on north side of 4483. Dying arborvitae on the west side of 4583 will be removed, and other willow bushes will be interspersed amongst the gaps. Quotes requested on 30 of these willow bushes.
- e. Newsletter Mary Clark, Rachelle Honeycutt (board liaison)
 - i. Rachelle will put together quick email blast on rules reminders Diane gave suggestions on rules reminders. Ben will provide important dates for upcoming maintenance projects. New board members and positions announced.

VII. Old Business

- a. Painting – Targeting starting 2nd or 3rd week of August. Need to add touchup items, 4453. South side, 4576.
- b. Roof Moss Removal – Get one further bid, project awaiting fall.
- c. POA Common area landscaping – Walkway thru east side improved with direction from landscape committee.
- d. Letter to apartment regarding trespasser seen going into unit
- e. Dead trees will be removed in August, and as many as budgeted possible.
- f. Owner in 4539 will be invited to hearing for non-compliant screening. Owners letter to be forwarded to new board members.
- g. Lease agreement to be checked for unit in 4465 with multiple violations.

- VIII. New Business
 - a. Website/Portal – George moves to eliminate the existing website in lieu of new portal becoming available. Financials will still be updated but the existing site will wind down. Bruce seconds. Motion carries unanimously.
 - b. Bruce suggests possibility of future meetings going to a timed agenda.
- IX. Meeting adjourned at 4:25pm to enter Executive Session – to discuss legal issue.
- X. Executive Session adjourned at 4:31pm, regular session called back to order.
- XI. Establish next meeting date – Monday September 16, 2:30pm
- XII. Meeting Adjourned at 4:32pm