

Summit Park Condominiums Association
Board of Directors Meeting
Regular Meeting of the Directors
January 17, 2015
Continental Country Club

1. **Call to Order:** President Wensman called the meeting to order at 9:00 AM. Present: Randy Wensman, Ken Lamb, Bob Woodwell, Nancy Hornewer, Ann-Therese O'Sullivan and Teresa Vail (telephonically). Also present: Homeowner Gretchen Burgess and David Evans and Marlene Larson, Evans HOA Management
2. **Approval of Agenda:** The agenda was reviewed. Under "Other Business", President Wensman requested that the following topics be added to the agenda. The agenda was approved as amended and the meeting proceeded.
 - a. Owner Social Directory
 - b. Rental Survey
 - c. FHA recertification
3. **Approval of Minutes:** The minutes of the regular meeting of the Board from October 11, 2014 were reviewed. **A motion was made by Director Hornewer to approve the minutes as presented. The motion was seconded and approved unanimously (MSCU).**
4. **Review of Minutes:** The minutes of the Annual Meeting of the Members from October 11, 2014 were reviewed. President Wensmen provided corrections to the minutes. The minutes were acknowledged by the Board. The minutes will be amended for approval at the 2015 Annual Meeting of the Members.
5. **New Owners since October 11, 2014:** The Board and Mr. Evans reviewed the list of new homeowners since the last meeting. No further action was taken.
6. **Property Owner Input:** Gretchen Burgess spoke to the Board regarding the placement of ice melt in the dumpster areas, exterior lighting issues, water usage in building #1 and the parking issues with NPA. Mr. Evans advised Ms. Burgess that several of these topics would be discussed later in the meeting.
7. **Financial Report**
 - a. 2014 Year End Financial Report
 - i. Treasurer Woodwell presented the Treasurer's Report which had the following information:
 1. Income: \$299,969
 2. Expense: \$268,707
 3. Net Income: \$31,262
 4. Reserve Account: \$171,589
 5. Accounts Receivable: \$5,271
 - ii. **A Motion was made by Director Hornewer to approved the 2014 Year End Financial Report as presented. The Motion was seconded and carried unanimously (MSCU).**
 - iii. Discussion regarding the Schwab account was held. No action was taken at this time and further discussion deferred to a future meeting.
 - b. Delinquent Accounts as of December 31, 2014 – To be discussed in Executive Session
8. **Buildings and Grounds**

- a. Water Usage – Building #1: Mr. Evans advised the Board of a plan on action he felt will determine the source of the excess water usage in Building #1. The Board authorized him to proceed with the plan and advise them of the outcome.
- b. Landscape Contract: Mr. Evans will check for the signed copy of the 2015 landscape contract and ensure that the Scope of Work is clearly defined.
- c. Weekly Clean Up: Mr. Evans advised the Chris Webber terminated his contract six weeks early (November 2014). Jeff Kahn is now doing weekly clean up including, but not limited to, servicing doggi pots, cleaning up dumpster areas, emptying trash at grill areas, cleaning grills, bulky trash removal from dumpster areas, picking up trash (including cigarette butts) and cleaning the areas between the storage units.
- d. Snow Removal: Discussion on snow removal included, but was not limited to the following:
 - i. Checking lights every week and replacing burned out lights as soon as possible
 - ii. Electrical issue in carports at building #4 and pedestrian paths
 - iii. Installation of railing at building #3 along staircase to parking area
 - 1. Survey of other areas around condos that may benefit from railings will be done
 - iv. Place ice melt in dumpster areas and at unit/buildings areas
 - v. Purchase of small snow shovels for unit/buildings
 - vi. Repair of broken step at building #5
 - 1. Survey of all condo steps will be done
 - vii. Requesting that there be an “after” storm cleanup of parking areas, carports

9. Building Projects

- a. Painting –
 - i. The Board discussed the 2015 painting/siding repair & replacement plan.
 - ii. After discussion, **President Wensman made a motion to delay painting buildings #3 and #4 for one year. Work that will be done in 2015 shall include: installation of gutters/downspouts on buildings #3 and #4 and wood repair and touch up paint on buildings #3 and #4 the cost of which shall not exceed \$10,000. The motion was seconded and approved unanimously.**
 - iii. Mr. Evans will advise New Perspectives, David Rizzo, of the Boards request for the use of a better quality of paint and wood.
 - iv. Should siding repairs and touchup paint be estimated to exceed \$10,000, Mr. Evans will notify the Board and the Board will discuss.
- b. Dryer Vents- Mr. Evans advised that Wizards would clean dryer vents for \$60 per unit. After discussion, should the Board proceed with this work, the three bedroom units and those above them would be addressed first.
- c. Gutters/Downspouts – Gutters and downspouts will be installed on buildings #3 and #4.
- 10. Signage: Director ~~Woodall~~ advised the Board that a Board walkthrough to look at signage had been completed. He will forward to Ms. Larson a list of the signage that is proposed and she will have the “signs” printed so that the Board may “place” them to see how it would look. Additional discussion on this will be deferred to a future meeting.
- 11. CC&R Violations – To be discussed in Executive Session
- 12. Other Business
 - a. Owner Social Directory and Rental Survey: A draft contact form will be sent to the board for review and then to all owners.

13. Next Meeting: Scheduled for Saturday, April 18, 2015 at 9:00 AM at the Continental Country Club.
14. Adjourn to Executive Session to discuss delinquent accounts and CC&R violations: There being no further business; the executive session adjourned at 11:38 AM

Respectfully Submitted,

David Evans
Association Manager