



# Woodlands of Chatterton Village

## Woodlands of Chatterton Village Homeowners Association

### Board of Directors

Minutes Wednesday, March 26, 2014

7:00-9:00 pm

- Roll Call: Lynn Mullaly, Stuart Lazar, Bonnie Donaldson, Kim Mosey
- Adoption of agenda: Lynn motioned to adopt the agenda, Bonnie seconded, motion carried.
- Review of minutes of preceding meeting on November 20, 2013: Minutes reviewed, Kim will post minutes on the website.
- Open forum for residents: No residents were present
- Reports of officers, committees, and management company
  - Vice President: Lynn reported the grounds assistant continues to clean and change light bulbs
  - Treasurer: Stuart discussed the need to review the reserves study and discuss possible increases. Kim will send reserve study to Board Members.
  - Property insurance: renewal due on April 1<sup>st</sup>. Bids from McCredie Agency and Maris Brown Rossell Group. Stuart motioned for a vote to award Maris Brown Rossell Group the contract. Lynn seconded. Motion carried.
  - Committee Updates: No reports
  - Community Standards: needs a Chairperson

### **New business:**

- Remaining contracts for review:
  - Lawn Care - bids were received from Northern Pines and Grounds and Gardens. Community has struggled with Grounds and Gardens service. Northern Pines bid was lower. Lynn motioned to award contract to Northern Pines. Stuart seconded. Motion carried.
- Ice Damming Issue: Kim explained how the ice dams are created. Several units have experienced leaking due to the dams. Units are in various stages of repair. Kim will have a report on all units' roofs to see if additional repairs are needed.
- Financials: Reserves: \$164,458.69 Checking: \$90,624.69
- Board's internet mailbox – was reported full. Kim will have it archived.

### **KC Property Services**

- Management report inspections, work orders: Kim reviewed the management reports, inspections and work orders.
- Outside Security Cameras – completed. Camera has been moved to a better view of the pool area.
- Issues with AT&T service, change to Comcast – completed. Kim reported Comcast has installed the router and service has been verified. AT&T picked up their equipment on 3/25/14

#### Additional KCPS reporting:

- Asphalt – several potholes within the community have been noticed. KCPS will research further for cost of repairs.
- Garage trim: many of the units have buckling trim around the garages. She will research for repairs and costs.
- Concrete: several units porch concrete has risen up causing some difficulty with the front doors. KCPS will follow up.

#### Old business

- Condominium By-Law and Master Deed Changes were discussed. Stuart will discuss most important issues with attorney and we will begin again with those issues.
  - Suggestions for completion - tabled for further discussion after Stuart talks with the attorney.
- Dues increase proposed for FY 2013-14 Budget - FY 2013-14 will be reviewed along with the reserve study. Discussed a reserved study update, which should be considerably cheaper than the original study.
- Caulking around front porches and sidewalk: 2 buildings completed in 2013, balance in spring – tabled.
- Sidewalk repairs 2014 – tabled.
- Increase monthly reserve contribution (14%) 2014 – tabled
- Higher quality mulch for 2014 – tabled
- Glass bulletin board for pool area – purchase in spring 2014- tabled
- Proposed Clubhouse carpet versus tile – tabled
- Bury drainage lines – review proposals – tabled
- Complete drainage B units 2015 – proposals requested – tabled
- Water meter removal and leak at main - tabled

#### Trackers:

- Bike path between Village and WOCV – tabled
- Drainage repairs: “B” units on front side of buildings - tabled
- Salt Buckets for residents – tabled
- Dumpster – tabled
- Snow emergency signs – tabled
- Garage doors need painting – tabled
- Garage areas need caulk between building and driveways - tabled

#### Work requests on HOLD – Kim will review and report back in April

- 47604 Ormskirk: rebury drain pipe
- 3858 Radcliff: caulking around front door
- 47704 Pembroke: caulking around front door needs to be replaced
- 47464 Pembroke: grass in poor shape

#### Executive Session:

- Liens/Foreclosures: were discussed. It was suggested we firm up the language to a stronger message. Difficulty in collecting when residents become too far behind. Stuart and Kim will work together on wording.

Items for future newsletters: removing seasonal decorations pick up after your dog, upcoming events: community garage sale and pool opening

Next HOA meeting: April 23, 2014 7:00 pm

Adjourned: 8:48 pm