



Woodlands of Chatterton Village Homeowners Association Board of Directors

Agenda • Wednesday, April 25, 2012

7:00 – 9:00pm

- **Roll call** – 7:05 pm meeting called to order.
- Keith Rainwater, Pat Gilson, Jason Rivers, Annette Solomon, Judy Curcio, Bill from Incore
- **Adoption of agenda**- approved
- **Open Forum**- Sue questioned whether KC Property was covering costs of window repairs.
- **Review of minutes of preceding meeting:**
- **Reports of officers / management company**
 - President – no report
 - Vice President – not report
 - Treasurer
 - Expenditure Tracking
 - Revenues – on track
 - Management, Administrative, Legal – on track
 - Amenities (Pool, Clubhouse, Public Phone) – on track
 - Grounds, Landscaping, Sprinklers – on track
 - Building Maintenance, Painting, Repairs – over budget (@ July)
 - Water & Electric – over budget (@ June)
 - Pond & Pumps – over budget (@ June)
 - Total Operating account balance: \$126,228
 - Aug. & Sept. 2012 focus on budget to plan for next fiscal year
 - Treasurer will separate electric from water for budget purposes
 - Known additional expenses:
 - Incore – “C” unit water leak
 - Incore – window leak project
 - KC Property – Work Orders, Inspections, Management Report
 - Kim completing management reports weekly.
 - Walk with Vendors for contract scope, warranty work and new projects:
 - Grounds and Gardens
 - KCPS requesting \$500 spending cap to do some lawn repair on Beck Rd north of entrance, Bldg 12 by garages and mailbox locations – Board approved
 - T&M Asphalt – KCPS met with Don regarding patches, sealant, etc. Don reported that this was warrantee work due to grounds being wet. Board agreed that KCPS should go back to T&M Asphalt with contract to support work being under warrantee & have them complete work. KCPS will identify all areas that need work separately so that we can determine which ones are covered by warrantee by 5/16/12. We also need T&M to identify a date of completion.
 - Concrete Company – KCPS to provide notes from walk-thru.

- Ormskirk Dr. unit - Replace 10 or so missing shingles only. Others appear to be on correctly based on photos. Do not fix top 5 rows.
 - Update of numerous units with water leaks
 - Representative from Incore, Bill - water getting inside due to poor installation/ negligence. Brick work needed to be done due to brick not being long or wide enough. Five completely done; 2 can't reach; 3 scheduled; 2 just needed roof repairs. Brick not exact match but looks good. Can complete next week.
 - Incore- C-unit water leak; can't reach bank that owns property, however, it had to be repaired due to flood. Incore hasn't been paid as of yet.
 - Community Standards Committee Update
 - Expanding patio requirements – board will respond to Keith regarding questions and a proposal will be drawn.
 - Placement of solar lights along walkways – proposed to not allow unless in flowerbeds and/or KCPS to contact G&G regarding any obstructions/ suggestions for placement.
 - Dumpster for spring cleaning (perhaps next year?) – Committee to obtain more details/ pricing, etc.
 - Pet waste stations – pet waste is a significant problem in WOCV; do we think these will help? (are not cheap \$300- \$500)
 - Information drive
 - Need pet registrations, vehicle registrations, up-to-date resident information, etc.; maybe ask residents for top two WOCV priorities. KCPS to draft a letter with this information including that pool key may be deactivated. Insurance information & leases are required. Gift card to Pets-mart for registering animals.
 - Clubhouse Committee Update – Annette handles emails & rental agreement while Larry will do walk thru's etc. Committee will update rental agreement and checklist. In need of CFL light bulbs
 - Social Committee Update – Requested that Allstate agent come out to answer questions regarding insurance (condo, car, etc.).
 - Garage Sale Committee Update – more people needed.
 - Email newsletter – include information drive, cleaning up after pets, etc.
- **New business**
 - Chatterton Square: Review request to form three community panel – board requests information regarding what expectations are for a panel. KCPS will follow-up with this contact. Board agreed that property still needs to reimburse for projects already maintained and this needs to be addressed separately.
 - Vote to renew contract with Major League Gutter (\$75/bldg) 2x/yr. Board approved KCPS to renew contract.
 - Reserve Study – Keith/Jason report on comparison quotes- tabled until next meeting and/or email discussion.
 - Annual/Maintenance – Required
 - Painting of WOCV Buildings – Confirm Contractor for 2012 for P&C group

(2009: Clubhouse, 2010: 1-2-4-8-10, 2011: 3--4-5-6-20)

- 3 bldgs (#15-16-17) 2012
- 4 bldgs (#7-9-10-11) 2013
- 4 bldgs (#12-13-14-18) 2014

- Annual/Maintenance-Desired
 - Clubhouse Carpet
 - Sidewalk Repair
 - Shrub Replacement
 - Tree Trimming Street Trees – focus on problem areas first (covering stop sign, etc.). Larry to trim one
- Pool opening – Memorial Day weekend

- **Old business**
 - Recouping pump costs with Square and Village Update – Awaiting \$5000 from Square plus need to bill for this year in approximately June.
 - Drainage Phase II Update
 - “B” Units on Front side of buildings need completion- KC needs to check with G&G regarding contract & completing this task with time frame.
 - Hiring High School Student for odd jobs
 - Austin Taylor
 - Trash pickup; list of garage lights in need of replacement; A-frame – email Keith with message for A-frame to complete

- **Upcoming meetings/events**
 - **Next HOA Meeting May 16, 2012**

- **Adjourned:** 10:06 pm