

## Spencer's Crest Condominium Association

### Board of Directors Meeting Minutes

April 20, 2017

In attendance: Chris Provorse, Marlene Edgar, Don Johnson, Alice Schawo, Rhonda Carlson and Ben Reichert

Absent: N/A

CAM: Pat Bess and Kim Broswell

The meeting was called to order at 5:35 PM by Chris.

The March 23, 2017 meeting minutes were distributed and reviewed. Rhonda motioned to accept the minutes as presented. Marlene seconded. All in favor.

#### Manager's Report:

1. Collections: Reviewed by Board.
2. Call Log: Reviewed by Board.
3. Maintenance Report:
  - a. Brick Sealing: CAM inquired with MIZMOW about the cost to do 1/3 of the property each year for three years. The price would be \$4750/section or \$5000/third if the buildings were not divided by section. Chris motioned to contract for sealing the brick in the 1115 section in the amount of \$4750.00 to be paid for from the Replacement Reserve account. Marlene seconded. All in favor.
  - b. Shelter Restroom De-winterization: Completed.
  - c. Yard Hydrants: All completed except 1115-buildings 1-3 and the area immediately around the pool.
  - d. Bulletin Board @ Shelter: Replaced.
4. ACC Approvals:
  - a. 3800-108: Pending approval for a satellite dish.
  - b. 3800-7 Building: Pat met with management agent and tenant on April 20 about the incorrect placement of the satellite dish. The tenant is to call the satellite dish company and have the dish moved to an approved location.

#### Officer's Report:

1. The March 31, 2017 financial reports were distributed and reviewed. Marlene motioned to accept the reports as presented. Don seconded. All in favor.
2. Fidelity Bond: It would be an additional premium amount of \$132.00 to increase the fidelity bond from the current amount of \$425,000 to \$500,000. Chris motioned to increase the bond at the time the current coverage is not sufficient. Marlene seconded. All in favor.

#### Old Business:

1. Sprinkler Inspection Update: The 3800-701 unit inspection has been completed.
2. Compliance Issues:
  - a. 3800-701: Owner has complied.
  - b. 3800-2 Building: HVAC attachment to the building. CAM is working with the Realtor and sent a letter to the owner giving a 30 day deadline to come in to compliance.
3. Spring Planting Discussion: A revised bid and scope of work was submitted by Grizzly Bear to change the originally proposed trees to shrubs. The Bid totals \$1,940.00 to grind 9 stumps and replace with shrubs and one red bud tree. Rhonda motioned to accept the scope of work and bid from Grizzly Bear, adding two knockout roses at the 1115-2 building. The project is to first be paid from the funds transferred to the Operating Reserve at the end of 2016 that were earmarked for this, and the remainder from the 2017 operating budget. Chris seconded. All in favor.
4. Pool Telephone: CAM confirmed with CenturyLink that the phone service is available at the pool house and that there would not be any additional monthly charges to add a phone. CAM presented outdoor phone box systems

in the range of \$250. Chris motioned to move forward with purchasing a phone and having it installed. Marlene seconded. All in favor.

5. Wifi at the Pool: After discussion, it was decided to ask the membership at the annual meeting if they were interested in adding this service.
6. Screens for Outside Vents: The bird vent covers are \$7.78 at Home Depot. According to the Declarations, this is the responsibility of the homeowner. Rhonda to get a price to clear vents, clean and install the bird guard. This service will be offered to homeowners at their expense.
7. FHA Financing: The renewal application was denied because the proof of insurance did not state coverage for "100% replacement cost". Pat obtained a revised insurance certificate on 4/20 and will submit it to FHA on 4/21.

New Business:

1. Liability for Plumbing Repair at 1115-200: CAM inquired with C&C Construction to see if there was a way to determine the specific unit. CAM to ask the City of Columbia and the excavator if there is a way to narrow it down to one unit.
2. Spring Walk Throughs: The board and CAM plan to walk one section per day beginning at 9 AM. CAM to propose dates.

Marlene motioned to adjourn at 7:04 PM. Rhonda seconded. All in favor.