

SPENCER'S CREST CONDOMINIUM ASSOCIATION
Board of Director's Meeting Minutes
June 23, 2016

In attendance: Marlene Edgar, Chris Provorse, Alice Schawo, Rhonda Carlson and Ed Robinson

Absent: Don Johnson

CAM: Kim Broswell and Pat Bess

The meeting was called to order at 6:00 PM by Chris Provorse.

The May 19, 2016 meeting minutes were distributed and reviewed. Marlene motioned to approve as presented. Chris seconded. 3 in favor, 2 abstained as they were not present at the May 19 meeting. Motion carried.

Manager's Report

Collections: reviewed by the Board.

Call Log: reviewed by the Board.

Maintenance Report:

- i. The garage door numbers ordered by Sign Co were not the right size. CAM sent another reminder to Gary as the correct sized numbers have not yet been delivered for installation.
- ii. June 23 Walk-Through with C&C Construction to Evaluate Concrete: Pat and C&C went through the entire property and identified areas in need of replacement. C&C to measure and provide a bid. CAM to include map of areas included in bid when sent to Board.
- iii. 1100 Stair Sealing: This project was approved and included in the 2016 in budget. Marlene motioned to move forward with scheduling with the contractor. Rhonda second. All in favor.
- iv. Irrigation Repairs: Completed as identified at the May meeting.
- v. ACC Approvals: 3800-801: satellite dish (6/12); 1100-1202: satellite dish (5/23); 1115-105: storm door (5/25)

Officers Report

Treasurers Report:

- i. May 31, 2016 Financial Statements: Marlene motioned to approve as presented. Rhonda second. All in favor.
- ii. 2015 Audit: CAM engaged with Howe & Associates after receiving the final requested bid.

Old Business

- i. Landscaping: Mulch completed. The second round of shrub trimming included in the contract is ready to be started.
- ii. Property Walk-Throughs: 3800-section completed 6/20. Identified violations of the Declarations, areas requiring maintenance, and landscaping needs. 1100-section scheduled for 6/30 at 9:00AM.

- iii. Reserve Study: Discussion about the report and the need for increased preventative maintenance. Specific areas of preventive maintenance for CAM to look in to include sealing of brick, rubber boots on plumbing vents and stair inspections.

Marlene motioned to adjourn the meeting at 7:45PM. Ed seconded. All in favor.