

Spencer's Crest Condominium Association

Board of Directors Meeting Minutes

August 18, 2016

In attendance: Marlene Edgar, Chris Provorse, Don Johnson, Alice, Rhonda Carlson

Absent: N/A

CAM: Pat Bess & Kim Broswell

The meeting was called to order at 5:59 PM by Chris Provorse.

Ed Robinson resigned his position on the Board with the sale of his condominium on August 3, 2016.

The July 14, 2016 board meeting minutes were distributed and reviewed. Rhonda motioned to approve. Don seconded. All in favor.

Manager's Report:

Collections: Reviewed by the Board

Call Log: Reviewed by the Board

Maintenance:

1100 Stair Sealing: Completed 8/17/2016

Brick Sealing: Awaiting bids

Plumbing Vent Boot Replacements: 8 per building - \$100. 27 buildings totaling \$2700.00. Marlene motioned to Have HACC do all replacements per bid not to exceed \$2700.00. Rhonda seconded. All in favor.

Treasurer's Report:

- a. July 31, 2016 financial statements: Marlene motioned to approve as presented. Rhonda seconded. All in favor.
- b. 2015 Audit: Draft emailed to board for review prior to the meeting. Marlene motioned to accept the audit draft. Rhonda seconded. All in favor.
- c. CD: As approved at the July board meeting, CAM opened a 10-month CD at Bank of Missouri at the rate of .95%. The CD will mature in June 2017.
- d. \$2000 Power Washing in 2016 Budget: The Board decided to include half of the bi-annual power washing expense in each year's budget to keep the funding for the routine project consistent from year to year. The power washing was last completed in 2015 and is scheduled to be completed again in 2017. Chris motioned to transfer the \$2000 from the 2016 budget to the Operating Reserve earmarked for the 2017 project. Rhonda seconded. All in favor.

Old Business:

- a. Concrete Bids from C&C Construction (\$43153.50) and Watson Concrete (\$45475.15). Marlene motioned to contract with C&C Construction including striping where needed. Chris seconded. 4 in favor. Rhonda abstained. Motion carried.
- b. Tree Removal: 3800-9 / tree behind building. CAM and Kas Carlson attempted to locate both pins to determine the property boundary to see if the tree is on the Association's property. One pin was located and Kas is hoping to locate the other pin after cleaning the ditch out when he has equipment on the property to do concrete replacement.
CAM to have Korte Tree Care evaluate the property for tree trimming and removal.

- c. Insurance Deductible: Chris voiced concern about the wind/hail deductible change that was discussed at the July meeting. CAM is meeting with Naught-Naught Agency about a possible new company that could compete with American Family Insurance's coverage and rates. CAM to update at the September meeting.

New Business:

- a. August Garage Sale Feedback: Two owners sent feedback to CAM that the August garage sale is favored over the May dates.
- b. Pool Closing Date: Marlene motioned to leave the pool closing date up to CAM's discretion within a couple of weeks of Labor Day depending on weather. Chris seconded. All in favor.
- c. Pool Emergency Egress: Marlene motioned to add a lockbox inside the pool with an override key for the gate. Don seconded. All in favor.
- d. FHA – New FHA Rules for Recertification: HUD streamlined the condominium recertification project by only having to submit documents reflecting any substantive changes since the project's prior approval.
- e. 2017 Preliminary Budget Discussion: CAM presented a preliminary 2017 budget for review and discussion. CAM to make revisions as discussed and continue to follow up on possible expense changes for the September meeting.
- f. Fall Maintenance Projects/Property Appearance Enhancements: Tree Trimming/Thinning and paint/touch-up entrance sign.
- g. Fall Newsletter: Discussed topics to be included in an upcoming newsletter.
- h. Homeowner Survey: Chris brought up the idea of doing a homeowner satisfaction survey to make sure that the board is addressing the concerns of the residents. The survey could be done online and would provide valuable information that could help during the budget process. The board was in favor of the idea. Chris offered to draft a survey for the board to review via email.

With no further business, the meeting adjourned at 7:54 PM