

GLEN OAKS MANOR HOMEOWNER'S ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
AUGUST 27, 2018- APPROVED
LOCATION: FAITH PRESBYTERIAN CHURCH

CALL TO ORDER: President Janet Stockwell called the Board of Directors meeting to order at 4:00pm. The following Board members were in attendance:

Janet Stockwell, Ken Abraham, Dick Lowe, Nancy Dillard, Bill Geller and Pat Richmond were present in person. Tricia Burchett was on vacation and excused. Also present was Bridget Spence from Casey Condominium Management (CCM).

Bridget Spence affirmed that the meeting had been duly noticed and that a quorum was present.

OWNERS IN ATTENDANCE: Linda Cordisco- Villa 112, Gloria Lowe- Villa 168, Nelda Reinhart-Villa 175, Stan Yonkauski- Villa 91, Bill Byers-Villa 6, Judy Johnston- Villa 112.

OWNER COMMENTS:

Gloria Lowe- Villa 168- Asked for an update on an email suggestion that had been sent to the previous Architectural Committee Chair to install tile around the signs on the wall. The board was not provided this information for follow up and requested that she resend the information.

Linda Cordisco- Villa 112- Thanked the board for the summary of rules and regulations that was sent out to the owners. This was well done.

APPROVAL OF MINUTES: The Board of Directors had copies of the July 23, 2018 board meeting minutes.

A motion was made by Pat Richmond to waive the reading of the July 23, 2018 minutes and approve them as presented. Nancy Dillard seconded the motion, and all approved by voting aye.

MANAGEMENT REPORT:

Bridget Spence reported that compliance inspections continue and 14 letters were sent to owners since the previous meeting.

The owner of Villa 158 responded to the letter sent denying their request for the motion lights to remain installed on the front of the garage without proper permission. **Ken Abraham made a motion to reconsider the request for the motion lights to remain in place at the front of the garage at villa 158. Dick Lowe seconded the motion. The motion failed as all voted in opposition of approving the owner's request.**

Ken Abraham made a motion to send the owner a letter to remove the motion lights that were installed on the front of the garage within 14 days of receipt of the letter or further action may be taken. We encourage all residents to have their lights on from dusk to dawn for all the neighborhood. Nancy Dillard seconded the motion and all approved by voting aye.

Bridget Spence reported that one street light is out Pole 11. This pole needs to be rewired. One bid is in and as the other bid arrives, it will be sent to the maintenance committee to review.

Bridget Spence presented information on a bid from Karin's Engineering for the inspection of the gazebos. The bid was received at a cost of \$2,400.00. We had discussed having the asphalt inspected for current condition, anticipated life span and cost of replacements. A bid was also presented for a detailed engineering report of the roads in the community. Karin's Engineering suggests doing core samples to provide the best data. Karin's Engineering is offering a \$1,000.00 discount if they are awarded the bids for both the gazebo inspection and the road inspection. Another bid is expected the first week of September from an asphalt engineering company. **Ken Abraham made a motion to proceed with Karin's Engineering bid for the gazebo inspection in the amount not to exceed \$2,400.00. Pat Richmond seconded the motion and all approved by voting aye.**

PRESIDENT'S REPORT: Janet Stockwell reported that she had been contacted by an owner who was stating that the board was practicing "favoritism" in the enforcement of the rules and regulations. The board does not allow favoritism and it would not be tolerated. The board members have a fiduciary duty to treat all equally and this should not have been implied.

VICE PRESIDENT'S REPORT: Ken Abraham reported on the information that was received from the association attorney. The attorney is recommending that amendments are drafted that will bring our documents into compliance with the state statutes.

Ken Abraham made a motion to proceed with the amendment package for the declarations, articles and by laws as recommended by the association attorney. Nancy Dillard seconded this motion and all approved by voting aye. Once the attorney drafts these documents they will be sent to the committee for review and they will in turn present a recommendation to the Board. Discussion was had about the Rules and Regulations. The Rules and Regulations should mirror what is in the documents.

Ken Abraham stated that the Vice President's job description does not currently include the oversight of the street captains. If this is to be part of the duties of the Vice President it should be added to the description.

Ken Abraham reported that a general conduct flyer should clarify the holiday decorations within the Rules and Regulations. Bridget Spence will put this into her article for the upcoming newsletter.

SECRETARY'S REPORT: Tricia Burchett provided a report to Bridget Spence to present in her absence. Enid Romanek is an owner within Glen Oaks Manor. Enid is an artist. She has painted a portrait of the Glen Oaks Manor lake. Tricia would like to see that portrait be used on the summary of the Rules and Regulations cover. In exchange for the use of the art work, a recommendation is that Enid is given three free advertisings in the newsletter. **Janet Stockwell made a motion to approve the use of Enid portrait and to approve three free ads in the upcoming newsletters. Nancy Dillard seconded the motion and all approved by voting aye.**

TREASURER'S REPORT:

Nancy Dillard presented a full treasurer report, which is available upon request. As of July 31, 2018, we have \$89,299.96 in the operating bank account and \$541,477.22 in the reserve bank accounts. We are over budget through the month of July 2018 in the amount of \$2,205.55. The end of September will be the half way point of the fiscal year. **Nancy Dillard made a motion to approve the treasurer's report. Pat**

Richmond seconded the motion, and all approved by voting aye. A full financial report is available upon request. Bill Byers continues to maintain the reserves.

MAINTENANCE COMMITTEE REPORT:

Dick Lowe reported on the projects

1. Villa 1: the arborist from Black Tie came out to review the roots after the driveway was removed. The city arborist needs to come and review the tree and what should be done. **Dick Lowe made a motion to approve the removal of the tree at Villa 1 if and only if the city arborist determines that the tree must be removed, in an amount not to exceed \$5000.00.** Pat Richmond seconded the motion and all approved by voting aye.
2. The driveway pavers for this year's repair jobs have been ordered and are scheduled for delivery September 30, 2018.
3. The city is in the final step of installing the sign at 12th and Beneva.
4. Dick, Janet and Bridget met to review the concerns raised at the last meeting about the "sagging" of the fence. Dick brought a sample of the product and showed the additional support that was added to the fence system. The product is performing as anticipated.
5. Dick stated that he has reviewed the painting specs for the wall with the maintenance committee. They are finalizing the specs and will send to Bridget to send out for bids for this project.

LANDSCAPE COMMITTEE REPORT:

Pat Richmond made a motion to approve the request for the owner at Villa 100 to install black mulch around the tree. Bill Geller seconded the motion. Bill Geller, Nancy Dillard, Ken Abraham, Pat Richmond and Janet Stockwell voted aye. Dick Lowe voted nay, motion carried.

ARCHITECTURE COMMITTEE REPORT:

Bill Geller reported that the owners of Villa 91 and 92 have submitted paperwork on roof repairs. Bill Geller made a motion to approve the variance for the repair using the existing tiles. Nancy Dillard seconded the motion and all approved by voting aye.

The owner of Villa 152 has changed the porch posts without prior approval. **Nancy Dillard made a motion to send the owner a letter and let them know the posts were not approved and need to be put back to the original posts. The top of the utility fence is also not in compliance and needs to be changed as well. The contractor should be copied on the letter. Bill Geller seconded the motion and all approved by voting aye.**

AD HOC RENTAL COMMITTEE:

Judy Johnston thanked the following committee members for their efforts: Nelda Reinhart, Michael Score, John Vogel, Patricia Richmond, and Linda Cordisco. Judy presented the new wording that was approved by the attorney. Judy thanked Bridget and the attorney for the quick turn arounds on the requests by the committee.

Pat Richmond made a motion to approve the draft form of the rental amendment. Nancy Dillard seconded the motion, and all approved by voting aye.

The Board thanked the committee for their hard work on this amendment package. The next step will be to determine dates for the town halls and other ways to communicate the changes and importance of participation in the process with the owners.

OLD BUSINESS:

No old Business currently.

NEW BUSINESS:

Janet Stockwell stated that she had been approached by an owner requesting the installation of another dog station in the north east corner of the community. **Janet Stockwell made a motion to install the bin somewhere along the wall area near Courts 11 and 13. Bill Geller seconded the motion and all approved by voting aye.**

Pat Richmond asked what would be the process to see a speed bump installed on Terrace 3W.



OWNER COMMENTS:

Nelda Reinhart- Villa 175: thank you to the board and committees for all their work to make this community a great place to live.

NEXT MEETING DATE:

The next board meeting will be September 24, 2018 at 4:00pm at Faith Presbyterian Church.

ADJOURNMENT: A motion was made by Ken Abraham and seconded by Nancy Dillard to adjourn the meeting at 6:15pm. All approved by voting aye.

Submitted by: Bridget Spence, Association Manager