

# MINUTES OF THE HUNTERS RIDGE TOWNHOUSE ASSOCIATION

## BOARD MEETING

WEDNESDAY, 24 SEPTEMBER 2008

### I. CALL TO ORDER

The meeting of the Hunters Ridge Townhouse Association was called to order at 7:03pm at the home of Zoe Katsulos. Those Board members in attendance were: Larry Nelson, President, Dianne Bernier, Secretary, Zoe Katsulos, Treasurer, Maria Harper, Director, and Carl Weakland, Property Manager.

### II. ESTABLISH A QUORUM

Four of the five Board members were present; a quorum was established.

### III. APPROVAL OF MINUTES

Minutes of the 27 August 2008 Board meeting were reviewed by Board members. With a few minor changes, a MOTION was made by Zoe and SECONDED by Maria to accept the Minutes. The Minutes were unanimously APPROVED.

### IV. OWNERS AND RESIDENTS FORUM

Maria asked how large items left by the dumpsters are to be handled. Carl said there are signs posted on all dumpsters instructing people to call him so he can make arrangements for removal. On occasion people simply put items out and do not call. If the Board notices items sitting around, they should notify Carl.

Dianne noted that some residents pile their firewood on the front porch and Homeowner Regulations state that firewood should be stacked on the back porch. Also noted was that Unit 116 in Building F has a trash bag jammed into the front door window panel and that there are several slates broken off and asked that the owner be notified regarding replacing the panel.

**ACTION:** Carl will notify those with firewood on their front porch to move it to the back porch. He will inform the owner of Unit 116 that the window panel needs to be placed.

### V. APPROVAL OF FINANCIALS

There was discussion regarding having a review of our reserves.

**ACTION:** Carl will follow up on this.

Larry asked about obtaining competing bids for insurance on the complex. Carl said he was working with State Farm and will contact American Family. However, he has to provide them with specific information (i.e., square footage of each unit) before he can obtain bids.

**ACTION:** Carl will request bids from State Farm and American Family.

After reviewing the financials, Maria made a MOTION to approve the financials and Dianne SECONDED. The Financials were unanimously APPROVED.

## VI. REPORTS OF OFFICERS

### *a. President's Report*

Larry discussed a portion of the Covenants as they relate to dogs and vehicles. He also talked about the problem of falling fruit from the crab apple trees in the complex and how they are becoming a hazard to some occupants. Carl informed the Board that a company will be hired in October to trim trees and evaluate the crab apple trees to determine if there is something else that can be done other than cutting them down.

### *b. Property Manager's Report*

The Property Manager's Phone Log was reviewed.

**ACTION:** Carl was requested to include emails with the phone log.

## VII. OLD BUSINESS

Dianne asked when the dumpster and recycle bin at the north end of the complex by Building F will be repaired or replaced. The covers on both are damaged.

## VIII. NEW BUSINESS

### a. Tree Trimming Bid

A bid was submitted by Davey Tree & Lawn Care. A MOTION was made by Maria and SECONDED by Dianne to ACCEPT the bid from Davey Tree & Law Care.

### b. Gutter Cleaning Bid

A bid was submitted by Sierra Seamless Gutters. A MOTION was made by Dianne and SECONDED by Zoe to ACCEPT the bid from Sierra Seamless Gutters.

c. 2009 Preliminary budget

Carl provided the Board with a Budget Worksheet for 2009 showing Budgets and Actuals for FY06, FY07 and Year to Date for FY08. The Board worked very hard to draft a preliminary budget for FY09 to review and finalize at the October Board meeting.

IX. NEXT MEETING DATE AND PLACE

The next meeting of the Board will be held on Wednesday, 22 October 2008, at the home of Maria Harper, located at Unit 295, at 7:00pm.

X. ADJOURNMENT

The meeting adjourned at 10:45pm.

- End of Minutes -