

Parkside at Woodbridge HOA

Minutes of the August 2009 HOA Board Meeting

August 10th 2009, at Carolyn's home

Minutes taken by Fergus Stewart

Present

- Mike Gordon – Kappes Miller Management mgordon@kappesmiller.com
- Fergus Stewart – HOA President
- Carolyn Kitchens – HOA Treasurer
- Eva Schoenleitner - Resident

Mike opened the meeting at 6pm.

Follow-up from previous meeting's minutes

Photocopying charges: Mike will process a credit of \$50 for us.

Action on Mike to process the \$50 credit.

Avoiding printing of the payment coupon books: Mike informed us that only five of the 24 units pay their HOA dues by check using the coupon book. Carolyn will work to convert those five to electronic payment, so that we can avoid the cost of printing the coupon books. This will have to be complete by late October. Fergus will post Kappes Miller's automatic payment form on the Google group; residents can use this, or alternatively push the money from their bank.

Action on Carolyn to convert the five coupon-users.

Mike has figured out that the city owes us a refund of about \$95 for the water that leaked from their meter. He will request reimbursement of this from the city.

Action on Mike to get this processed through the city.

June financial statement

We paid into the reserve and remain up to date in funding the reserve for this year.

The alarm monitoring charge of \$768 (for April, May and June) was miscoded as Pest Control.

We haven't yet seen the benefit of switching off long distance service on the phone lines that are used for alarm monitoring. We expect to see that in the August financial statement. However, the monthly phone bill for June was \$418, compared to \$341 in June 2008.

Action on Fergus to investigate why this has risen by 22% in the last year.

July financial statement

We paid into the reserve and remain up to date in funding the reserve for this year.

We received a credit for an erroneous payment to Highridge Landscaping, but in return made two payments to Brickman Landscaping, so no gain or loss there.

We have dues delinquencies of around \$1200.

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Action on Fergus to investigate why this has risen by 22% in the last year.

Landscaping contract

Carolyn has spoken with an arborist about the large trees that are close to a number of the buildings. These trees will have to be removed because their roots will start to damage the buildings foundations. They also consume a huge volume of water. Carolyn is evaluating the options for replacement and will get prices from a nursery to compare with Brickman's quote.

Sprinkler efficiency audit

Cascade Water have produced a very thorough report. The board will examine the report and evaluate the suggestions at the next meeting.

Repainting

The shingles and shutters on 18874 and 18878 NE 67th Way have been repainted.

The next meeting will be on September 14th at 6pm, at Carolyn's home.