

Parkside at Woodbridge HOA

Minutes of the March 2011 HOA Annual General Meeting

March 28th 2010, 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
- Alex and Beth Baumgarten – Residents
- Barry Serrano – Resident
- Howard Hillinger – Resident

Mike opened the meeting at 6pm.

The meeting had a quorum of owners, including proxies.

Carolyn was re-elected for a 3 year term.

January financial statement

There was not enough cash to contribute to the reserve.

We have dues receivable of \$110.69.

A further \$549 was spent on the roof repair.

We didn't pay for the phone lines, so next month we should expect to pay for two months.

We paid \$1,280 for the annual audit and \$660 for the annual reserve study. We have just received the 2011 reserve study. We'll discuss it at the next meeting.

We should expect a \$175 credit from ACS next month, since we did not use their service to amend our CCRs.

There is still have a debt outstanding from one resident for \$3,241.38. This is for repairs that were paid for by the HOA, but are in fact outside the HOA's scope. Mike will continue to pursue this.

Pest control

Mike has been able to negotiate a lower price from our existing supplier, Sprague. Up to now we have been paying them \$192 per month; in future we will pay \$159 per month.

Repainting the cedar shingles

We're still waiting for CCS's bid for touch up painting. The work won't be done until the dry summer weather comes.

Telephone Line Charges

Mike has investigated whether we could move all the alarm telephone lines into Carolyn's name, and then pay the consumer rate for the lines, rather than the higher business rate.

These lines are always-on lines, with no dialtone, so the phone company recognizes that they are not consumer phone lines and will not allow us to pay the consumer rate for them.

FHA Certification

Mike had a quote of \$500 for FHA accreditation. He will find out how long that accreditation would last, then we'll decide whether to proceed.

Roof Repairs

We discussed the warranty on the roofs, after we had to pay for roof repairs in one unit.

The roof warranty is one year, on materials and labor. We have insurance for roof repairs, but that has a deductible of \$5,000.

We will consider having all the roofs inspected. But of course the cost of the inspection and any resulting preventive remediation work must be weighed against the possibility that we may have to pay for unexpected repairs in the future.

Other Maintenance Work

We discussed the warranty on the roofs, after we had to pay for roof repairs in one unit. The roof warranty is one year, so it has long expired.

Howard's kitchen island rocks from side to side when someone walks past it. That is caused by poor support in the framing underneath it. Mike has a quote of \$1,058 to put in additional supports in the sub floor. We will go ahead with that work.

There are significant cracks in the paving slabs outside Howard and Barry's units. We'll get those sealed at a cost of \$300.

Mike will ask Eva to fix her unrestrained satellite cable, which has been reported by other residents as an eyesore. In fact, it appears that this has already been dealt with.

Fergus plans to install a Solatube in the windowless bathroom, as Eva did last year. He expects to do that in the dry summer, and will let others know in advance, so that we can try to get a group discount. Installation requires board approval, and the HOA will not be responsible for any roof problems that may result from the installation.

Next Meeting

The next board meeting will be on April 18th at 6pm, at Carolyn's home, 18874 NE 67th Way, Unit 103.