

## **Parkside at Woodbridge HOA**

### **Minutes of the April 2011 HOA Annual General Meeting**

#### **April 18<sup>th</sup> 2010, at Carolyn's home**

##### **Minutes taken by Fergus Stewart**

##### **Present**

- Mike Gordon – Kappes Miller Management [mgordon@kappesmiller.com](mailto:mgordon@kappesmiller.com)
- Fergus Stewart – HOA President
- Carolyn Kitchens – HOA Treasurer
- Christie Streit – HOA Secretary

Mike opened the meeting at 6pm.

##### **March financial statement**

We did contribute to the reserve.

\$582 was spent on sprinkler activation and repairs.

We again didn't pay for the phone lines, so Mike will investigate that.

We were incorrectly charged \$30.79 for mailing the annual meeting notices. Mike will get that charge reversed.

We should expect a \$175 credit from ACS that will appear on the April financial statement, since we did not use their service to amend our CCRs.

There is still 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. The resident was advised of the debt on December 21<sup>st</sup>, 2010. Mike will continue to pursue this; the debt will become delinquent on May 1st.

##### **Pest control**

The reduced charge of \$159 per month will start in April.

##### **Repainting the cedar shingles**

CCS has quoted \$3,800, which is comparable to other quotes. The work won't be done until the dry summer weather comes. This will be paid from reserve funds.

##### **FHA Certification**

The FHA accreditation, which would cost \$500, would be good for only two years. The short duration makes it much less attractive. Mike will find out what the renewal rate would be, then we'll decide on it at next month's meeting.

## **Roof Repairs**

We are awaiting a quote for inspecting the roofs. 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.

## **Window Cleaning**

We'll do this in mid-June. Only the upstairs windows and the skylights will be cleaned, in order to keep costs down.

## **Other Maintenance Work**

The work to support the sub floor in one unit was completed. Sealing cracks in the paving slabs outside one of the units still has to be completed.

## **Reserve Study**

According to the study, we should spend \$62,000 on paint and caulk this year, but we won't be doing that. We should also seal the asphalt at the garages of the 188<sup>th</sup> PI NE units and seal all the decks. There is no need to do any of those.

## **Next Meeting**

The next board meeting will be on May 23<sup>rd</sup> at 6pm, at Carolyn's home, 18874 NE 67<sup>th</sup> Way, Unit 103.