

Parkside at Woodbridge HOA

Minutes of the January 2013 HOA Meeting

January 29th 2013, at Carolyn's home

Minutes taken by Fergus Stewart

Present

- Mike Gordon – Kappes Miller Management mgordon@kappesmillier.com
- Fergus Stewart – HOA President
- Carolyn Kitchens – HOA Treasurer

Mike opened the meeting at 6:15pm.

November financial statement

We did contribute to the reserve, but we could not catch up the missed October 2012 payment, because we made the annual payments for insurance. However, Mike informed us that our finances should enable us to make the catch-up contribution in January, keeping us up-to-date on funding the reserve.

We had \$82.40 in receivables.

December financial statement

We did contribute to the reserve, because we made the annual payments for insurance, and that left us without sufficient cash to make the contribution.

We ended the year \$3,300 under budget. But we have the tree trimming still to hit at \$1,642.

We spent \$202 on annual fire extinguisher maintenance.

We have \$444.71 in receivables.

Landscaping

Japanese maple replacements, for the three trees that were removed, are expected to come in at \$250 each.

We have received a set of proposed irrigation changes, from Monte at ProGrass. The total cost would be \$15,000, less \$2,500 rebates --> \$12,500 capital cost.

Mike is asking Monty to guide us on whether these would pay back, and over what time period.

Wireless fire alarms, to replace telephone lines

The wireless alarms are installed and working. The phone lines have been cancelled, effective Jan 9th. No notice of cancellation was required. There will be a small fee for the disconnection.

Martin's lawn

We will keep this item on the agenda, and actively monitor the health of the lawn.

2013 Budget

Fergus has been able to notify almost all of the unitowners of their new, lower, dues.

Faulty heating actuator

The unit owner believes that the actuator is not faulty. He also does not trust the capabilities of the installer. The actuator is failsafe; in the event of a fire, it will close under the action of a spring. If it does fail in the future, the consequence will be that the unit will be without heating.

We have made every possible effort to replace the actuator, to no avail. We decided not to push this any further, to protect the interests of the other unit owners.

Reserve Study

We'll do the 3-yearly reserve study. We have \$2,300 in the budget for it. Mike is soliciting bids for it.

We discussed whether we should proactively get the buildings inspected, to avoid any surprise expenses. The Reserve Study would not be thorough enough for what we'd like. But there have been a number of unit sales, and their inspections have not turned up any significant issues. So we decided to take no action.

We will plan for touch up painting during the dry summer.

Next meeting

The next board meeting will be on Tuesday February 26th, at 6:15PM, at Carolyn's home.