

Silver Queen West Condominium Association
Minutes of a Meeting of the Board of Directors
February 25, 2017

Directors:

Present – Larry Funk, Joanne Gipple, Elaine Johnson, Dennis Minder, David Necker and Stan Stansfield. Absent – Lynnette Hampton.

Board Representatives:

Eric Nicholds – Basic Property Management, Inc.
Gary Nicholds – Basic Property Management, Inc.
Patti Vande Zande – Basic Property Management, Inc.

President Joanne Gipple called the meeting to order at 9:12 AM.

Approval of Minutes:

The minutes from the November 5, 2016 board meeting were unanimously approved – 6-0.

Manager's Report:

Tom Brennan stated that the Association's vehicles are operating satisfactorily; boiler and hot water systems are running well. Ongoing building maintenance is up to date with some issues to be completed as time permits. Part of the report indicated that there is an issue regarding an owner's dog. The owner was notified earlier and Stan agreed to send a second letter. Due to heavy snowfalls, Tom contracted the services for a frontend loader. Summer projects were identified and scheduling will begin as soon as weather permits.

Tom's report included an issue regarding a water leak. In this case, both the offending unit owner and the owner of the unit below had HO-6 insurance policies. An extensive discussion followed regarding the importance in communicating to owners the need for an HO-6 policy.

Storm doors continue to be a concern due to high winds. After an earlier board meeting, Tom adhered a sticker on all storm doors reminding owners to make certain that their door is securely latched.

After a lengthy discussion, a motion was made and seconded that effective July 1, 2017; the cost of the repair or replacement of the screen door is the responsibility of the unit owner. The motion was approved by a 4-2 vote.

The board agreed to send a letter to all owners regarding the change screen door policy and the need for HO-6 coverage.

Administration Report:

Gary Nicholds gave a report on suggested changes our lawyer proposed regarding our declarations.

Financials:

Patti Vande Zande stated that twenty-nine owners took advantage of the 2% discount for annual dues payment and all owners are current at this time with their dues obligation. The plan is to build the association's cash reserve with a goal is to have 80% in the reserve fund before starting a project. The goal is to build the reserve fund to \$250,000.

The December 1, 2016 replacement reserve fund developed by Gary, Patti, Tom, David, and Joanne was discussed. A decision was made to install drainage for studio units. A drainage system will be installed at the south end of Building C this summer. If this system is successful, the additional ten studio unit drains could be completed during the summer of 2018.

Old Business:

Elaine Johnson presented the results of the bulk Internet questionnaire. There was a 70% response. Even though the board felt that the response was excellent, it was not conclusive. As this is an important decision, as a final step, the board plans to send out a letter. It is the board's strategy to use owner responses to make a decision as the lack of response impairs the decision making process.

David Necker suggested that the discussion regarding the metal covering (Recla™) be tabled until the June 10 board meeting. Board members, with suggestions were requested to present their solutions to David.

The Dec Tec issue has yet to be resolved. After consultation with our lawyer, David continues to have a concern and has scheduled a meeting with Turner Morris on February 28 with Mark Hubbard the Turner Morris representative.

Given an earlier budget for exterior landscape lighting, Stan Stansfield gave a presentation on replacement lights. He offered a proposal that included light fixtures and posts with installation instructions.

A motion was made and seconded to approve the replacement of landscape lighting. The motion was unanimously approved.

A smoking issue was mentioned and it was suggested that owners of units that rent be aware that smoking in units has become an issue and should be a consideration when renting.

Tom continues to work on a plan to get keys from all unit owners that have installed a keypad entrance device. A request was made regarding key and lock changes and thermostat replacement to be included in the welcome packet. Joanne made a request that Kerry forward the welcome packet to all board members for review and discussion at the June 9 board meeting.

2017 Board Meeting Schedule:

The next board meeting is scheduled for June 9 at 2:00 P.M. at the offices of Basic Property Management. The annual clean-up day is scheduled for June 10, with coffee at 8:30 A.M. followed by the clean-up at 9:00 A.M.

The fall board meeting is scheduled at the offices of Basic Property Management on September 23 at 9:00 A.M.

The annual meeting is scheduled on October 28 at 9:30 A.M. at a location to be determined, with a board meeting to follow.

A motion was made and seconded to adjourn at 1:18 P. M. The motion was unanimously approved.

Respectfully submitted:

Larry Funk