

**Greensboro Condominium Homeowners Association**  
**Meeting Minutes – Board of Directors Meeting**  
**Thursday, November 16, 2017**

**Board Present:** Tim Hilger, Jane Kaufenberg, Bill Theobald, and Arlene Bleecker, Daniela Hofer, Deb Wolkenbrod, Cindy Benzaquen and Melissa Burrows

**Board Absent:** None

**Gassen Company:** Shayne Damian, Gassen; Apryl Lamberger; recorder

**Other:** Ric Hallquist

**Homeowner Forum:**

Dale Thomson of 7349 West Franklin: Thank you to the Board for new stairs and sidewalk along Franklin. Dale asked for an update on the current litigation, Tim stated that 4 Board Members and the Association's attorney attended Mediation and the mediator is in the process of completing the settlement now. Further communication will be sent as soon as the Board has an update(s).

Mackenzie Deutsch and Alexander Doering of 2028 Louisiana Ave. had questions for clarification on the balcony repairs for 3 bedrooms. Tim stated that the cost details will be provided when there is a better understanding of the needed repairs and associated costs. They also asked if Greensboro has the HVAC VIP package with Blue Ox, and Greensboro does with Blue Ox and with Marsh Heating. Owners should advise either company of the Greensboro VIP pricing package when they call for service/repairs.

**Call Meeting to Order:**

President Tim Hilger called the meeting to order at 6:45pm.

**Approval of Agenda:**

Melissa moved to approve the November 2017 agenda. Deb seconded. Motion carried.

**Committee Reports:**

**Social:** A 2 bedroom condo has been sold, and there are new tenants in 7414, #207. Christmas Caroling is scheduled for the 10<sup>th</sup> of December per Rosie Schulte.

**Party Room:** Up to code handrails for the vestibule must be added to the budget, but designer Terry Zila saved \$5,000 sourcing carpeting per Bill Theobald.

**Landscaping:** Cistern installation has been completed and the cistern winterized. Sprinkler heads will be installed Spring 2018 per Daniela and Ric.

Bill moved to approve the Committee reports. Melissa seconded. Motion carried.

**Secretary's Report:**

Melissa moved to approve the October 15, 2017 Board Meeting Minutes. Bill seconded. Motion carried.

### **Treasurer's Report:**

Jane moved to approve the October financial reports as presented. Arlene seconded. Motion carried.

The Board has decided to continue to use Michael Mullen for the tax and audit preparation for the Association for 2017 financials.

Discussion and review by the Board of investing additional Association funds into short term bond fund or total bond fund:

Condo: no investment action taken

Condo roof: no investment action taken

2 bedroom roof; no investment action taken

3 bedroom roof: no investment action taken

### **ACTION ITEMS**

#### **Unanimous Consent Resolution:**

Consent resolution stating the Association shall, at its expense, be responsible for all maintenance, repair and replacement of the Common Elements and Limited Common Elements, except for such responsibilities for maintenance, repair and replacement of Limited Common Elements, as may be assigned by the Association to the Owner or Occupant. This Consent Resolution included the restated and clarified present long-term practice that 2 and 3 Bedroom Townhome owners shall continue to be responsible for the repairs, replacement, servicing, etc. of their roof top Heating, Ventilating and Air Conditioning (HVAC) systems. The motion was approved at October 2017 Board meeting. The Resolution was notarized by Shayne Damian of all Board Members' signatures at November 2017 Board meeting to officially implement the Resolution.

#### **Rules and Regulations**

Final review of the previously proposed updated and revised Rules; Melissa made the motion for the approval, seconded by Arlene. Motion approved.

#### **Move in/out fees:**

A proposal to increase the move in/out fee to \$150 for the condos and \$75 for the townhomes was reviewed.

Melissa moved to approve the proposed move in/out fee for implementation in the rules and regulations revisions as recorded and changes made. Arlene seconded. Motion carried.

#### **2018 Budget:**

Management requested, following the Board's detailed review of the 2018 Budget, that the proposed 2018 budget be voted on so, a timely notification can be sent out to all

owners. The proposed increase in dues to be 4.5% for all 3 home types. Motion carried unanimously.

**Hage Concrete additional sidewalk:**

An additional sidewalk was completed at 7414/7413 during the project that was not in the original scope of work. Additional cost is \$8,400.00.

Bill moved to approve the work done by Hage concrete for the additional sidewalk in the amount of \$8,400.00; to be paid out of common reserve concrete. Melissa seconded, motion carried.

**Sav a Tree pruning:**

Dorothy with Nature's Garden LLC does not recommend having shrub pruning work done at this time.

Melissa moved proceed with Dorothy's recommendation. Jane seconded. Motion carried.

**Be There Pest Control:**

Melissa moved to approve the Be There Pest control quarterly maintenance for the interior Condo Common Areas., cost \$350 per quarter, and \$578 per quarter for the Association's exterior Common Areas, Bill seconded, motion carried.

**Pool Equipment:**

Moved to the December Board meeting date

**2018 Board Meeting Dates Changing:**

3<sup>rd</sup> Thursday in December 2017 (December 21) remains as scheduled  
4<sup>th</sup> Tuesday; will start in January 2018 for all Board meetings in 2018, thus, January 23, 2018 will be the beginning of the 4<sup>th</sup> Tuesday of each monthly Board meeting in 2018.

Pending items for discussion and direction:

- a. Nature's Garden 5-year plan; February 27, 2018
- b. Roof Replacement Estimates; Management is working with Mint Roofing for specifications and proposals from Mint Roofing to be presented at a future board meeting.
- c. CPA's for 2017 tax preparation and audit vendor to be determined; completed.
- d. Security cameras in condo entryways to be considered in 2018. Adding protective door barriers to deter the use of pry tools accessing interior front entry locks and doors will be considered in 2018, Ric is to discuss the issue with Midland Glass and report back.

- e. Parking Lot/driveway area pole mounted traffic mirror approximately 48 inches in diameter, cost for one mirror is \$537.00 plus installation. The mirror will be mounted on the tall light pole presently in the boulevard/planting area between 7316 and 2054 to help reduce vehicle/pedestrian conflicts by garage 119.

Bill moved to approve the parking lot mirror, cost is approximately \$537.00 plus installation. Jane Seconded. Motion carried.

**Old Business:**

**New Business:**

**ADJOURNMENT:**

Bill moved to adjourn the meeting at 8:24pm. Melissa seconded. Motion carried