

**Heatherwood Condominium Association
Aug. 21, 2008**

Board Members: Terrie Fanelli, President Anita McDermott, Vice-President Deborah Wilson, Secretary Matthew Swan Treasurer	Select Community Management Co. Joe Schuirmann, property manager	Co-Owners: Minutes: Deb Wilson
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I **Call to Order:** 6 p.m.

II **Approval of Agenda:** motion to approve by McDermott, seconded by Swan. Board approved.

III **Co-Owner Concerns:**

Sat dish: co-owner decided not to install it, modification request withdrawn. Water concerns at Unit 89, between front of unit and back of garage. Select will send someone to look it, will need a rainy day to see what's happening with the water. Maintenance for Unit 97.

IV **Approval of Minutes:** Swan made motion, McDermott, seconded, board approved.

V **Reports**

Legal Reports:

ARREC letter. There was not a positive response to Steven Welch or AAREC, (Which has since been taken over by Wilson White). Swan proposed putting it to bed, if AAREC files for bankruptcy we can send letter to court at that time.

Officer Reports:

Treasurer: Working with Myler to get invoice (for pallet of salt) from Northern Landscape, shared order with another property, Myler will look at it.

Website: insurance link will go on document page, and new layouts may be posted soon for consideration.

Committee Reports:

Landscape Committee:

Site inspection: letter for grounds from A&H. They recommended deep root feeding, so bids were sought from companies for this. Already have contract with Tru Green for regular fertilization. Would like dead trees removed and someone to come in, take care of that. Bids sought to have someone come in look at all the trees, and come up with plan so they won't keep dying.

Did decide to have A&H do any work that's covered by contract and wait on rest. Do we want A&H to remove the improperly placed mulch (such as the "volcano" amount around) trees. Will ask the tree company if it needs to be removed. Select will remove marked dead trees. Landscape will walk and check out lands.

Management Report:

Financial:

Collections – firm recommended use by two other Select communities use them. The get their fee on top of the owed fee so it's more. Select only gets half late fee when it's collected. It would be no cost to us. The firm would do all the lien filing. They can come

and do a presentation. Board asked for more information, brochures and will meet. Board will have a special session to meet them.

Also noticed there's a \$200 check that was never cashed, will reverse it. The zero money market will be investigated.

Making payments to property reserves via check, \$15,040 for June/July – what account does that go to: should be going to Raymond James, this will be confirmed.

Maintenance Log: Bi-monthly bacterial agent and dye in pond to clean it. Items do not hurt wildlife.

Violation reports: looked at report

New violations: will be sent on the prohibited garden

VI **Electronic business**

Pool Pump replacement

Board approved and had the annual meeting notice and mid-summer newsletter mailed to residents and posted to website.

Clock installed at pool, lights fixed

New street signs installed

Pool gate repaired: co-owner tied dog to gate and it pulled gate down.

VI **Old Business**

Dog waste cleanup bids: bids from Peachtree (which would not clean them up). The other service offers pans and empties them. Will need more research to find places that will walk ground and clean it. Board wondered about instituting a pet fee, but it would be difficult to track. Swan recommend a couple units to try for now and see how it works.

Will try 2 for now, have units and trash cans with them. Bi-weekly option for pickup?

Swan made motion to approve 2 doggie do stations, with bi-weekly changes in monthly rent to own contract Seconded by Wathen. Once installed board will pop out letter with map notifying co-owners of them.

Garage Trim bids (for replacing painted garage trim with vinyl): Schuirmann will get bids for this. Will only be for garage doors that wood trim, the vinyl ones won't be done.

Bid from C&Q for deck re-staining: At annual meeting will ask those who thing it has a problem, will be addressed at annual meeting and have bids ready to go.

Siding bids: for garage soffits. Decided to table this for now until drainage issue set.

Lights: Matt will check bulbs on Heatherwood side. Will need to replace with newer and longer lasting type. Should last 5 years. Will take inventory of what bulbs we have now, and will price out the new type.

VII **New Business**

Parking rules – re-adjust? Board not interested in permit parking. Will table this for now. Did recommend start towing those who are on their 3rd violation.

Reminder: will needs bids for Landscaping/snow removal for Oct. budget meeting.

Discuss RFPs for what contract should cover. Contract is up either in April or May.

Board looking to see bids on new. Board looking at specs and prep it for Sept. meeting to send out so we have response by October meeting.

Carpet Cleaning: looked at bids, board decided to go with Best Way cleaning for all hallways carpet cleaning. Will get schedule to post on hallways so people take stuff out of hallways. McDermott moved, Wilson seconded. Voted to do best way.

Pool filter replacement: do it in spring.

Annual dryer vent cleanings: Schuirmann will get prices. Will replace vents and remove birds.

Exhaust fan for pool motor: Board decided to go with vent on door and new vent in wall. Do it in spring, sign contract now to get price? Will check with Pools by Poye that.

Annual meeting prep: set up.

Rental units: do we have a list of renters? Not everyone has returned ownership sheets.

VIII Adjournment at 7:48 p.m. motioned by McDermott, seconded by Swan.

Next Scheduled Board Meeting — Sept. 18, 2008 (following annual meeting).