

Heatherwood Condominium Association
Board of Directors Minutes – November 24, 2009

Board Members: Anita McDermott*, Deb Wilson*, Matthew Swan*, Terrie Fanelli, Barb Shoffner

Co-Owner's Representative: Gary Miller

Select Community Management (SCM): Joseph Schuirmann*

*Attended 11/24/09 board meeting

- 1) Call to Order-6:00 pm
- 2) Approval of Agenda – McDermott motioned to approve, Wilson seconded the motion. Agenda approved
- 3) Co-Owner Concerns
 - a. Mr. Miller presented his case on why the association should pay for the repair to 1319 Heatherwood. Much discussion took place and McDermott made a motion for the Association to pay for the repair. Wilson seconded. Motion approved.
- 4) Approval of Minutes – Swan made a motion to approve and Wilson seconded. Motion approved.
- 5) Old Business
 - a. Priority List
 - i. Paving Project - Nagle still has a few repairs to make. Ruts on Heatherwood, unpainted lines in parking area and repair of some sprinkler heads.
 - ii. Trees – Urban Foresters were out on Friday and removed the dead trees and cleaned up the trees that were hanging over the fence creating a danger to Heatherwood property.
 - iii. Update Reserve Study – Action: Swan to reread the Reserve Study before further action is taken.
 - b. Contracts
 - i. C&Q to make repairs to the pool house in the spring.
 - ii. Select Community Management Report – Sign at the front of the property has been painted. Landscaping needs to be done and will be handled in the Spring.
 - iii. Concrete Levelers (contract) – did not discuss
 - iv. Contract log has been updated by Schuirmann and sent electronically to the board.
 - v. A&H multi-year contract – Swan sent a copy to the Association attorney and has not heard back from him. The contract was put on hold until the attorney gives his opinion.
 - c. Fall Activities
 - i. Fall Walk Results – Schuirmann gave the Board a 2009 Fall Walk by Issue report (hard copy) listing action taken on each item. A plumber has been assigned to work on the spigot at 1294 Heatherwood.
 - d. Co-Owner response to information request with Handbook announcement – Schuirmann stated there was a poor response.
 - e. 2010 Budget Development – Swan wants to review the budget one more time before it is approved
 - f. 2010 Priority List Development - Looks good.
 - g. Holiday Letter - meeting to take place December 1, 6 pm at 1423 Millbrook Trail
- 6) Electronic Business – Discussed at co-owner concerns

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- 7) Reports
 - a. Officer Reports
 - i. Secretary – Wilson plans on updating the Web site.
 - ii. Treasurer
 - Account 1080 was missing the interest of \$79.48 being reported on the budget. **Action Item:** Schuirmann to look into it.
 - Swan requested that the dial on the heater to the pool be turned down.
 - iii. President – Shoffner no report
 - b. Committee Reports
 - i. Landscape – McDermott – none
 - ii. Handbook and Bylaws – Wilson – none
 - c. Management report – Schuirmann
 - i. Schuirmann gave the Board a report from ADAC. Some payments have been made. He is checking on 1329 and plans to ask the tenant at 1387 Heatherwood to pay the association fee.
 - ii. A letter was sent out regarding the hallways.
 - iii. Since Pools by Poy have broken away from their relationship with Aquatic Engineering they have requested we sign a new contract with them. Schuirmann has signed that contract.
 - iv. New wastebaskets/paper towel holder for cabana to be ordered in the Spring and C&Q will install it.
 - v. Best Way has been contracted to clean the carpeting in the hallways the week after Thanksgiving.
 - vi. Select Management crew has finished putting the salt buckets out and they plan on filling them soon. Schuirmann is going to check on the salt supply in the garage and plans to resell some to other communities.
- 8) New Business – none
- 9) Adjourn 7:19 pm
- 10) Next meeting – January 26, 2010

Minutes prepared by Anita McDermott

Minutes approved by _____