

# *Patterson Gardens Board Meeting*

## *August 25, 2020*

The meeting was called to order by Monty Luellen at 6:35 pm via phone conference call. In attendance were Board Members: Monty Luellen, Barb Sundermeier, Tom Sheldon, Ellen Wells, Carolyn Ridenour. Owners/Tenants: Therese Luellen, John (JP) Phillipe, Jessica Vandercook. Absent: None

Tom moved to accept minutes from previous meeting of July 21, 2020; 2<sup>nd</sup> by Ellen, MSC

Review Financials – Bank statements (July 2020)

1. Statements from Heritage for current dues paid, fines, etc.
2. Review 2020 Budget
3. The bookkeeper for Heritage Property Management has requested to have online bank access in part due to the postal service not delivering the bank statement on time to prepare our financials on time. She also suggested that using online bill pay would be more time and cost efficient than cutting checks for all our bills. Ellen moved that we give the bookkeeper, Karen Houlihan, authorization to online access and bill pay to the Patterson Gardens checking account specifically. Motion 2<sup>nd</sup> by Carolyn, MSC.

Ellen moved to accept financial reports, 2<sup>nd</sup> by Barb, MSC.

### **COMMITTEE REPORTS:**

Grounds

1. Mountain States Tree Service recommends removing tree on NW corner of property (vs. trimming back); waiting to see what the City recommends. If the tree is considered to be a danger, we will have no choice other than to have it removed.

Buildings (JP)

1. Re-visited status of access pipe to reach water turn-off valve to building 4 (is by 403, east of step). Board suggests that we ask Elizabeth to send a letter to Amico since they were the ones who neglected to replace the access pipe for the shut-off valve at the time of their service repair last summer.
2. Terminex performed their annual follow-up service for Building 6 and reports there is no sign of termites. It was recommended putting termite traps around the exterior of building 7; unanimously approved by Board consent.

Pool (Dave Lord - Pool "Maintenance"; Phil – Pool "Housekeeping")

1. Monty reported there is about 2 feet of standing water left in pool. It needs to be completely drained or suctioned rather than leaving stagnate water; Monty will follow-up.
2. Expect pool liner will take at least 3 months to receive after ordering, so will look to order early next spring.

Welcome packets (Elizabeth)

1. Currently there are not any new owners, units for sale or units vacant.

Carolyn moved to accept all reports, 2<sup>nd</sup> by Ellen, MSC

**BUSINESS ARISING FROM MINUTES/EMAILS/OLD BUSINESS:**

1. With regard to bids for installing wi-fi security camera system on grounds (Spectrum and Best Buy aka Geek Squad): Had asked JP to pursue getting more information about the wi-fi service at the last meeting. No new information at this time.
2. Wasps seem to be under control at mailboxes.
3. Oopsy Poopsy did send a partial refund check for pre-payment of July services since groundskeeper is now taking care of these extra cleaning duties.

**NEW BUSINESS:**

None

**Next Board Meeting:** Tuesday, September 22 at 6:30 pm via phone conference

Ellen moved to adjourn at 7:15 pm

Respectfully submitted,

Therese Luellen, PGHOA Secretary

**PGHOA Board of Directors**

Monty Luellen, President – email: [luellen0399@msn.com](mailto:luellen0399@msn.com)

Tom Sheldon, Vice President – email: [tom@giradio.com](mailto:tom@giradio.com)

Barb Sundermeier, Treasurer – email: [sundermeierb@gmail.com](mailto:sundermeierb@gmail.com)

Ellen Wells, At Large – email: [ellenwells2009@yahoo.com](mailto:ellenwells2009@yahoo.com)

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