

700 Golfmore Association

Board Meeting Minutes

Sunday, May 6th, 2018 at 11:00am
Keller Residence / 702 Golfmore Dr. #C

1. **Call to order:** 11:03am
2. **Attending:** Pauline Lyttle-Porter (President), Richard Keller (Vice President), and Lindsay Keller (Secretary/Treasurer)
3. **Review and approval of April 2018 Financials**
 - a) Total Income: \$10,893.69
 - b) Total Expenses: \$7,520.89
 - c) Net Income: \$3,372.80
 - d) Concerns: Discussion of *Maintenance - Building Repairs (Scheduled)* and *Maintenance - Building Repairs (Not Scheduled)* discussed below.
 - e) Delinquent Dues: None
 - f) Motion: Moved by Richard Keller to approve the April 2018 Financials. Motion seconded by Pauline Lyttle-Porter.
 - g) Members Notified: Financials emailed to members on 05/01/18.

4. **Review of complex to identify all issues and assign priority level:**

Unit A

- 1) Clean out east and west facing window boxes
 - Can this be added to the monthly maintenance list for June?
 - ✓ Minor repair. Completed as part of *Maintenance - Building Repairs (Scheduled)* May Monthly Maintenance.
- 2) Repair east and west facing window boxes
 - Cosmetic or structural?
 - Can this wait until next year and placed in the 2019 budget?
 - ✓ Minor repair. Completed as part of *Maintenance - Building Repairs (Scheduled)* May Monthly Maintenance.
- 3) Board underneath south facing window above garage is warping
 - Cosmetic or structural?
 - Can this wait until next year and placed in the 2019 budget?
 - ✓ Minor repair. Completed as part of *Maintenance - Building Repairs (Scheduled)* May Monthly Maintenance.
- 4) Rear patio baseboard needs repair
 - Cosmetic or structural?
 - Can this wait until next year and placed in the 2019 budget?
 - ✓ Emailed to Vern on 05/06/18: Robert did a fabulous job on the patio replacement - thank you! The baseboard needs to be reinstalled. Is that covered in the original bid, or is that an additional cost? If an additional cost, please send a written quote before proceeding with any work.

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- 5) Window sill near rear, patio door
 - Structural - Replace now
 - Receive quote from Vern before proceeding
 - ✓ Robert, Pauline and Lindsay discussed on 05/02/18. To pursue fixing the sill without removing the window and will receive a written quote before proceeding with any work.
- 6) Patio
 - Waiting for invoice. Approximately \$4,000.
 - ✓ Invoice received on 05/15/18 - \$2,534.17
- 7) Anything else?
 - ✓ None

Unit B

- 1) Front, west facing wood screen and attachment to roof
 - Cosmetic or structural?
 - Can this wait until next year and placed in the 2019 budget?
 - ✓ Minor repair. To be completed as part of *Maintenance - Building Repairs (Scheduled)* June Monthly Maintenance.
- 2) Anything else?
 - ✓ None

Unit C

- 1) Garage leak
 - If skylights don't fix leak, this is a structural issue
 - How high of a priority?
 - ✓ To evaluate after the skylights are installed.
- 2) Anything else?
 - ✓ We paid \$2,736 for two drains, but only one was installed (Invoice 3370). Can we credit the cost for the other drain to our skylights (Quote P-1812)? Emailed Vern on 05/06/18.
 - ✓

Unit D

- 1) Repair of rear patio door seal to alleviate leak in garage
 - Cosmetic or structural?
 - Can this wait until next year and placed in the 2019 budget?
 - ✓ Minor repair. Completed as part of *Maintenance - Building Repairs (Scheduled)* May Monthly Maintenance.

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2) Anything else?

✓ None

Unit E

1) Security cameras were installed. Discussion?

✓ None

2) Anything else?

✓ None

Unit F

1) Rear, patio wall of tile

- Cosmetic or structural?
- Can this wait until next year and placed in the 2019 budget?
✓ To be repaired at homeowner's discretion.

2) Metal shelf on rear of patio near AC unit

- Cosmetic or structural?
- Can this wait until next year and placed in the 2019 budget?
✓ To be repaired at homeowner's discretion.

3) Pony walls on AC unit

- Once this one pony wall is complete, no further repairs until next year and placed in the 2019 budget. Approximately \$700.
✓ Robert, Pauline and Lindsay discussed on 05/02/18. Robert mentioned ordering enough cedar to complete this pony wall unit. We will not proceed with ordering the cedar. Instead, we will paint the exposed plywood to match the other pony walls. We will be postponing any additional pony walls repairs until 2019. Repairs to main building siding are still a priority.

4) Skylights

- Waiting for installation. Approximately \$2,457.

5) Anything else?

✓ None

Unit G

1) Any issues to be addressed?

✓ None

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Unit H

- 1) Exterior storm door to be installed at the homeowners' convenience.
 - Approximately \$500
 - ✓ To receive a written quote before proceeding with any work.
- 2) East facing, white drainage pipe between Unit H and Unit I
 - Cosmetic or structural?
 - Can this wait until next year and placed in the 2019 budget?
 - ✓ No issue with leaving the current pipe in place.
- 3) Anything else?
 - ✓ None

Unit I

- 1) Top, north facing window sill was repaired by PNCL. Approximately \$500.
 - Is this a temporary or permanent fix?
 - If temporary, cosmetic or structural?
 - Can this wait until next year and placed in the 2019 budget?
 - ✓ This is a permanent fix. Other window sills to be replaced based on urgency. Approximately \$500.
- 2) Anything else?
 - ✓ None

Unit J/K

- 1) Rear sliding patio door needs to be evaluated by a Pella Licensed representative. Owner's expense.
 - ✓ Lindsay to contact Vern regarding scheduling appointment with Pella Representative.
- 2) Anything else?
 - ✓ None

Unit L

- 1) WD Yards to install a new line to correct the irrigation system (black, spaghetti tubing under the deck drawing off the main line).
Approximately \$300.
 - ✓ To be installed on 05/07/18, WD Yards will install the new line to correct the irrigation system (black spaghetti tubing under the deck drawing off the main line).
- 2) Anything else?
 - ✓ None

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Garage

- 1) Remove cobwebs, debris, etc. and paint colored accent walls the same color.
 - Cosmetic or structural?
 - Can this wait until next year and placed in the 2019 budget?
 - ✓ Added to the April and October Maintenance - Building Repairs (Scheduled).

Other Items

- 1) Jerry's Pest Control to eradicate the wasp nests around the complex
 - ✓ Pauline to contact Jerry's Pest Control.
- 2) Who has a key to northern, side door leading down to the garage?
 - ✓ Pauline to investigate and report at next Board Meeting.
- 3) Review Monthly Maintenance List. If not on the list, the Board discusses before proceeding.
 - ✓ Agreed unanimously by the Board.
- 4) Anything else?
 - ✓ None

Future Items

- 1) Painting the Building: To revisit Fall 2019
- 2) Parking Lot Replacement: To revisit Fall 2019
- 3) Trees on G: Trim the G Road trees to match the ones down at the entrance to the Club? It would expose us to G Road more, but solve the overhead growth into the utility lines, solve visibility at our G Road/Golfmore exits and allow sunlight to promote lawn growth.

5. Adjournment: 12:15pm

Submitted on 05/21/18: Lindsay Keller
Lindsay Keller, Secretary/Treasurer

Accepted: Pauline Lytle-Porter
Pauline Lytle-Porter, President