

## 700 Golfmore Association

### Board Meeting Minutes

Monday, April 9<sup>th</sup>, 2018 @ 5:00pm  
Keller Residence (702 Golfmore Dr. #C)

1. **Call to order:** 5:05pm
2. **Attending:** Pauline Lyttle-Porter (President), Richard Keller (Vice President), and Lindsay Keller (Secretary/Treasurer)
3. **Review and approval of March 2018 Financials:**
  - a) Total Income: \$1,700.93
  - b) Total Expenses: \$2,859.70
  - c) Net Income: \$-1,158.77
  - d) Concerns:
    - Would like to restrict 2018 spending to \$10,000 for *Maintenance - Building Repairs (Not Scheduled)* and *Maintenance - Building Repairs (Scheduled)*.
  - e) Delinquent Dues: None
  - f) Motion: Moved by Pauline Lyttle-Porter to approve the March 2018 Financials. Motion seconded by Richard Keller.
  - g) Members Notified: Financials were emailed to all members on 04/01/18.
4. **Old Business**
  1. Drain(s)
    - a) Are skylights an option instead of a second drain in Breezeway CEF?
    - b) Quote received from PNCI on April 9<sup>th</sup>, 2018:
      - \$2,457 to install two, double-dome clear acrylic skylights (37 ¾" x 112 ¾"), seal and cleanup over Unit F planter boxes.
      - As noted at the February 2016 Annual Meeting, PNCI estimates that installing skylights can remove approximately 50%-60% of run-off before it even reaches the breezeways. As water accumulation is significant along the Unit F planter boxes, the Board unanimously voted to accept PNCI's quote. Per Vern, Bill McLaughlin from *Colorado Roofing Architectural Sheetmetal* does not need to be onsite when the skylights are installed, as the skylights will not penetrate the roof or seals in any way.
    - c) Leak in Unit C Garage
      - To re-evaluate after the installation of the skylights.
  2. Siding
    - a) Review estimate of replacement wood to be ordered.
      - Vern to provide a quote on the cost to fix one pony wall unit, including labor, material cost, etc. He's pondering how much wood can be saved from the existing wood so we can reduce the amount of wood purchased. None of the "pony walls" are critical to the structural integrity of the building.



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#### 3. Painting the Garage

- a) Phased project: 1) Remove cobwebs, debris, etc. 2) Paint colored, accent walls the same color.
  - To keep 2018 spending limited to \$10,000 for *Maintenance - Building Repairs (Not Scheduled)* and *Maintenance - Building Repairs (Scheduled)*, this item will be added to the list for future consideration.

#### 5. **New Business**

##### 1. Unit A

- The window box near the patio (rear of unit) is displaying signs of rot and water damage. In 2016, an identical repair was made to Unit I for the same issue. PNCl removed the glass from the window, installed window seals, and reinstalled the window. After Board discussion, it was decided to review the *Maintenance - Building Repairs (Not Scheduled)* and *Maintenance - Building Repairs (Scheduled)* budget/actual amounts at the May Board Meeting before proceeding with the repair.

##### 2. Unit H

- The security door on the outside of Unit H is attached to the Common Property. It was installed by the parents of the previous owner, Charlotte Clayton-Fox, nearly twenty years ago. As the door was installed without approval from the Board of Directors at the time, the door has been accommodated through the passing years, despite it not being a superior quality product and not matching the requirements set forth in the Architectural Control Guidelines. When Unit H was recently sold (April 2018), the amicable agreement with Charlotte was no longer applicable. The Board agreed to replace the door with the following conditions:
  - Install the customized security door at the cost of the Association and not at the cost of Unit H owners. This is part of the continued plan to increase the value and enjoyment of the Common Property.
  - The "H" adorning the front door will be replaced with an architectural style lettering. Currently, it appears to be marked with an outline in ink pen.
  - PNCl found both doors were open the day Charlotte moved out. The purchasing party realtor was contacted, who locked the door with the key in her possession.



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- o The door and lettering will commence at the convenience of the new Unit H owners.

#### 3. Unit I

- The upper window sill above the main door is leaking. During the hard rain in mid-April, water penetrated the sill and leaked into the interior of the Unit. To remedy, PNCL removed the flashing, resealed with caulk, and replaced the flashing.
- At the May Board Meeting, a timeline will be established to evaluate the other window sills throughout the complex.

#### 4. Monthly Maintenance Requests

- Unit A: West, front facing (toward parking lot) window has a "box" below the bedroom window. It is full of debris and a dead bird(s) and needs cleaning.
- Unit A: East, front facing (toward golf course) window has a "box" below the bedroom window has a plywood bottom that is hanging down and needs repair.
- Breezeway ABD: West, front facing (toward parking lot) bottom window sill in front is broken and needs repair.

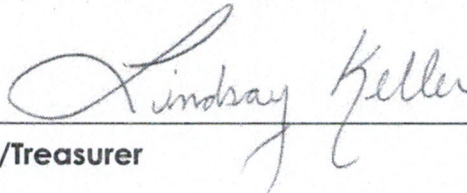
#### 6. **Pending Items For Future Consideration:**

- a) Painting the Building: To revisit Fall 2019.
- b) Parking Lot Replacement: To revisit Fall 2019.
- c) Painting the Garage: Remove cobwebs, debris, etc. and paint colored accent walls the same color.
- d) 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.

#### 7. **Adjournment:** 6:25pm

Submitted on 04/25/18:

Lindsay Keller, Secretary/Treasurer



Accepted:

Pauline Lytle-Porter, President

