

BOARD OF DIRECTORS MINUTES

December 20, 2017

PRESENT: Mark Schwartz (MS), Joel Mickelberg (JM), Paul Luff (PL), Tina Talansky (TTa), Amy Wert (AW)

ABSENT: Rick Rodgers (RR), Merle Neulight (Scribe)

JM: Opened the Board of Directors meeting at 9:03 a.m.

I: PRIOR MINUTES

- A. **TTa: MOTION:** Approve submitted minutes from November 29, 2017. **JM:** 2nd. All approved. 4-0.

II. FINANCIAL REVIEW

A. Delinquency Report

- a. **AW:** Reviewed the seven homeowners that had delinquencies; nothing is up to the actionable state. XXX Villa is two months behind.

B. Treasurer's Report

- a. **MS:** All of our Money Market accounts and CD's are under the \$250K threshold.
- b. **MS:** Landscape credit from TT for 1.5% of contract for 2017 totaled \$917.70. Will be added to Landscape non-contract in 2018.
- c. **MS:** All our invoices and bills match.
- d. **MS:** One resale in the month totaling \$2,604 will be added to our Capital Account. It still needs to be moved into the Capital Account by Continental. Final settlement monies from the insurance claim of several years ago resulted in additional money being credited to VFP of \$1,150. The check was received and also will be added to our Capital Account. The Social Club check for \$2,000 and the Capital One rebate will be added in January to our Capital Account.
- e. **MS:** Gift cards were given out.
- f. **MS:** Issue regarding the extra cleaning of the ballroom after a recent party was settled with the renter paying the extra costs.

III: LANDSCAPE/ARCHITECTURAL

A. Architectural Requests

- a. **PL:** XX Villa-request for change of windows to a slightly different design. Tabled so the Board could view the items specifically for next meeting decision.
- b. **PL:**XX FPC- request for gutter guards. Awaiting information from homeowner regarding the two designs requested.
- c. **AW:** XXXFairway sent letter notifying the Board that a large ash tree had broken off and was leaning in the woods (away from the houses). Board requested AW to obtain additional quotes for cut down.
- d. **JM:** Noted that there is still one leaf cleanup required.

- e. **PL:** Requested a copy of the fall inspection to review it and make recommendations.
- f. **MS:** Asked about cleaning up the debris along Street Road in the wooded section and whether that was our responsibility. Discussion. Action tabled.
- g. **AW:** Noted that xxx Villa has asked for additional tree work in the rear as there are some trees that the developer planted that are not getting enough light. Discussion. **PL: ACTION:** Will review. **AW: ACTION:** Will have arborist opinion from TreeEx.
- A. **Monthly Grounds Maintenance Schedule**
 - h. **PL:** Requested AW to follow up on the quotes for pruning of the trees next to the houses.
- B. **Monthly Contract and Maintenance Schedule**
 - a. **JM:** Noted that the FOB review with Anchor needs to be completed soon after the first of the year.

IV: CORRESPONDENCE

- A. **AW:** XX FPC – issue with hornet’s nest in tree. Discussion. **AW: ACTION:** Will follow up with exterminator.
- B. **AW:** XX Fairway – issue with not being salted and cleared with a small snow storm and the ability to get to the mailbox safely. Discussion. No action at this time.

V: OTHER

- A. **JM:** Discussion on upcoming CPR training. **JM: MOTION:** Have the Board pay \$35 of the fee for the training; **PL: 2nd.** Approved 4-0.
- B. **MS:** Roofer repaired three holes in the soffits when the new cameras were installed. Fourth quarter Empire Fitness maintenance was completed.
- C. **MS:** Regarding the recent inspection by the fire marshal. Rolling carts must remain clear of the electrical boxes in the storeroom and the pump room. Need a letter from CAK electric regarding the work completed.
- D. **PL:** Met with TT on the water problems in the basin to formulate recommendations to the Board.
- E. **JM:** Regarding the recent Social Committee Chair Meeting and insurance coverage discussion that only sanctioned clubs under that Committee are covered by the insurance. Discussion.

VI: NEXT MEETING

- A. **Board Meeting-** January 24, 2018.

VIII: ADJOURNMENT

- A. Meeting adjourned at 10:17 am.