

University Green Townhome Owners Association, Inc. (UGTHOA, Inc.)

MINUTES - General Meeting – February 9, 2017 6:30pm

Decisions are in blue and Actions are in red.

Present (alphabetical order):

Gary Granere
Linda Braccio
Linda Lueders
Trish Charles
Sean Martinez
Newly appointed Treasurer Rick Charles

Absent: Melissa Salvador

Also present: Property Manager Carrie McGinnis and Administrative Asst. Cynthia Johnson

Call to Order: President Gary Granere called the meeting to order at: 6:31pm

Minutes from January 12 General Session were reviewed in advance by the board.

Board unanimously approved the minutes as reviewed.

The Executive Meeting was held on February 7. The board discussed some individual homeowner issues and the fact that the Treasurer position needs to be filled following the resignation of Lyn Wingert. The Board also discussed the use of Yardi and Condo Café, and determined we have some questions about how each of those systems functions. Linda B. has written to Melissa Salvador to ask her to help us clarify some things about those tools.

APPOINTMENT OF NEW TREASURER:

We need a new Treasurer. Rick Charles, Linda B. and Sean put together the budget for 2017. The Board would like to appoint Rick Charles to the board –

Linda L. made motion and Linda B. seconded to have Rick Charles be Treasurer until April General Session. Motion passed unanimously. Rick joined the board at the table as the Treasurer.

Gary, Linda L. and Rick will go to our bank(s) and get the account signatures revised as soon as possible. Rick will produce new budget/financials for the past month.

2017 BUDGET REVIEW:

The Board reviewed each line item in the proposed 2017 budget and made adjustments as necessary and agreed. For example, the allocation for “Landscape Non-Contract” was reduced, with the amount split and added to “Roof Repair and Maintenance” and “Siding.” After revising line items as needed,

Trish made motion to accept the 2017 Budget as revised; Linda L. seconded. Motion passed unanimously.

The 2017 Budget will be available in the office for review by homeowners until such time as we can find a way to post it securely and privately on the Association website. It will NOT be posted on the website until then.

CONCRETE BIDS:

Carrie said we need four more concrete areas fixed; Carrie will get bids from E&T for future consideration.

PAINTING and SIDING:

Building 37 is ready for painting. Carrie will call MJ Solutions to start the painting job.

We need to buy more siding for necessary repairs. Amount requested: \$4090.12. Trish moved/Rick seconded – purchase of new siding for \$4090.12 passed unanimously.

MULCH:

Discussed mulch bids from Greenleaf: \$31,825.50 and E&T: \$27,000.

Linda L. moved to accept bid of E&T \$27,000 to do mulching. Rick seconded. Motion passed unanimously. Carrie will contact E&T as soon as the new account payment signatures are in place.

BLANKET INSURANCE POLICY:

Property portion of Insurance coverage from Ted Allen quoted at \$168594; Trish moved we accept this bid/Rick seconded. Motion passed unanimously.

Important note: We must wait until we get the amounts for the other parts of insurance cost before we can mail letters to homeowners stating amount they owe for insurance.

We need to send letters to all homeowners by end of February; we need to include the option for 3 monthly payments (total cost divided by three) and that there are late fees that will accrue if payment is not received timely. Each late payment fee is \$25.

MISCELLANEOUS:

Permits are required for: building repairs; some concrete repair (streets); we should get them when necessary.

Trish asked for \$500 for plants, like what we gave her last year. Board approved giving Trish \$500 from her existing landscape budget to buy plants.

Gary asked Carrie to look into grass problem around trees that need to be thinned out.

HOMEOWNER COMMENTS:

Barbara Schwartz – landscaping in the area around her house is terrible; rain causes bad floods; everything washes away; deck and sidewalk subsidence is bad; mud washes across driveway at her house. Barbara would like an expert to come out and see it. Sprinklers had been turned off and we

have recently turned them back on. When the sprinklers do work the water doesn't go where it is supposed to go. The Landscape Committee will go inspect the area.

Barbara Schwartz wants a clarification about concealed (weapon) carry into this building. Legally she can open carry. The signs we have posted outside the office are outdated. **The board asked Cynthia to look into the legalities of the gun signs and determine what we need to do to update them.**

Grady Davis – Said this was the best meeting since she left the Association's employ. The Board worked together and got things done. The Board was happy and grateful to hear this. Thank you, Grady!

Linda B. – anyone interested in running for a position on the board should send an e-mail to Linda Braccio. Two homeowners present at the meeting expressed an interest and were asked to send short biographies to Linda Braccio as soon as possible. **The annual meeting will be held on Thursday, April 13. Time and place TBD.**

The meeting was adjourned at 8:21pm