

Edgewater Condominium
Board of Managers
Monthly Meetings

Called to order by: Jim Walsh @8:30am

Date: Saturday, November 13, 2010 **Time:** 8:30am **Location:** Lakeside Lounge

Members Present:

Jim Walsh— President
 Elmer Kaprolat—1st- Vice President
 Ex___ Mark Johnston—2nd- Vice President
 Jim Parks – Treasurer
 Ann Carden—Secretary
 Adele Harrington— Administrator
 Gene Nicolas—Maintenance Supervisor

Guests: Mick Davis, Larry Ackerman

Scott Robbins from Westfield Nursery was present at the beginning of the meeting to discuss snow plowing.

During open discussion, Mick Davis talked about the red car in the area of the D building. The inspection sticker has run out and a white car also. A warning letter will be sent out indicating that the vehicles will be towed within the week if not brought into compliance.

Minutes from the previous meeting:

Motion to accept:

Moved: _____ Elmer _____

Seconded: _____ Ann _____

Approved: _____ X _____ Disapproved: _____

Maintenance Report – Gene Nicolas

- Nick reported on a problem at the WWTP, which turned out to be a blockage
- Jim Alexander was here to repair the strips on C building
- Need to get Scott Wingerter to fix the bowing boards on the lower C stairs
- Follow-up with other contractors—Barber, etc
- Jim asked about how part-time help on weekends was coming along. Nick said that last week he trained Denny on what to look for at WWTP, etc. Starting this weekend, Denny will be doing the WWTP checks on weekends.
- Downspouts overflowing on N building. Found that they were installed improperly(with a hammer) and therefore it caused a blockage.
- Cleaning gutters
- Snow fences—Elmer and Nick discussed options. Perhaps start with a portion at the end of the exit road. Elmer made a motion, Jim P seconded to approve purchase of wooden-slat snow fence materials up to \$1000. All were in favor.

Administrative Report – Adele Harrington

Treasurer Report –

Motion to approve _____ Elmer _____ seconded _____ Ann _____ Carried _____ X _____
\$15,000 will be transferred from the HSBC operating account to the Money Market account to be left there
as the Reserve Account.

Ann asked why the check register isn't included in the newsletter anymore. Adele explained that it is many pages long due to the new ways of receiving payments etc, as per the CPA audit. Ann also asked about the status of the credit/debit card. Other board members explained to her that it was impossible to do, because of the two-signatures needed.

Committee Reports:

Personnel – Jim Walsh/Board of Managers—Jim reported that as part of a meeting with Jim, Mark, and Nick it was decided that the part-time help would pick up the weekend checking of the WWTP to help keep overtime down. There was a dry-run of that last weekend, and that will hopefully be up and running. Also, Nick and Adele are working on updating their job descriptions. We hope to have that in place by the new year.

Rules & Regulations –Ann Carden –Ann asked if a letter had gone out to the resident of C7 about the red curtains. Ann also said that she and Adele will be getting together to draft a set of letters, which will go out to owners/residents when rules are violated. Jim W. asked if the owner could be held responsible for their tenants'/guests' infractions. Letters would go out to renter and owners so that all are on the same page; in addition to the rental agency. Mark made a suggestion that the third/final letter be cc'd to the condo attorney.

Buildings and Grounds— Elmer Kaprolat—Elmer said that Craig Barber's crew is coming along well on the variety of projects that they came here to do. They have been here for 2 weeks, and have done a good job.

Social and Recreation— Jim Parks—nothing much going on at this time, due to the winter months

Reserves— Mark Johnston/Jim Parks—will be making the transfer to the MM/reserve account. Jim and Jim will be continuing work on the Capital Plan.

Correspondence:

--Adele had no correspondence. Ann had a couple of things, but they came in late, and she will have it for next month's meeting.

Old Business:

- Capital projects—Jim Alexander has been contacted about doing F stairs this fall. He is planning to be on-site sometime in the next few weeks. Jim W. asked if Jim could modify how things are being done in some of the areas we are having trouble. Ex: the strip on the stairs, end-cap, etc. Elmer asked about the status of the baby pool and the work needed. Beauty Pools needs to finish some cement work on the skimmers at the big pool. Adele added that a chlorination system is needed and the Virginia Graeham safety act. Elmer is going to follow-up with Beauty Pools.

- Budget—no further discussion
- Elmer asked about the status of the apartment stairs. Jim W. explained that an architect has been contacted and has been on-site to evaluate materials and code requirements.

New Business:

-- Late Charges resolution—there was much discussion regarding the proposed resolution. Elmer made a motion to accept the resolution with the discussed changes. Ann seconded, and all were in favor.

Next Meeting: ____December 11, 2010_____ ____10am_____

Next Homeowners Meeting: Saturday, November 13 at 10am

Motion to Adjourn ____Elmer____ ____Jim P._____

Time: 10:00am