

**Edgewater Condominium Association
Board of Managers
Monthly Meeting Agenda**

Called to Order by: Laura Peacock

April 28th, 2012, 9:00 a.m. - Office

Members Present

- ___ Laura Peacock, President
- ___ Jack Horst, 1st Vice President
- ___ Jeff Hoy, 2nd Vice President (via Skype)
- ___ Jim Parks, Treasurer (via Skype)
- ___ Ann Carden, Secretary
- ___ Rick Clawson, Administrator
- ___ Gene Nicolas, Maintenance Supervisor

Guests

Bob and Kate Markham, Kathie Horst, Elmer and Debbie Kaprolat, Janet Greene, Larry Ackerman, Joan Morton

Minutes from previous meeting

- Motion to Accept by Jack Horst; seconded by Ann Carden; Carried

Maintenance Report - Gene Nicolas

- Nick is still working on the Waste Water Treatment Plant Procedures Manual but presented what he has accumulated so far.
- He reported that the staff has dug down 3 feet outside the basement wall of the pool building and sealed the electric and telephone entrance cables. It no longer leaks in that area of the building.
- The hydrant near the sewage treatment plant was repaired and reconnected.
- Pot holes have been filled throughout the grounds, using about 500 pounds of blacktop material.
- The pool bathrooms and hall doors have been painted.
- The crew has painted approximately 100 feet of the old chain link fence, completing the project.

- The large pool has been pressure washed and the walls have been scraped and painted. The small pool needs to have tile replaced before it can be used.
- The bridge handrails have been painted black; he stated the decks do not need to be done because they were re-stained last year.
- He reported that there is a structural problem in the sliding door area of F-8, causing rain water to leak onto Unit F-3's living room window. Nick will have a contractor inspect and advise.

Administrative Report - Rick Clawson

- The four dead tree removal and additional trimming along the entry roadway has been completed.
- The use of Rick's personal desktop computer was brought up again. It was agreed by all to allow him to continue to use it instead of the outdated laptop computer owned by the Association.
- Rick reported that he has had two responses to the Delinquency Letter that was sent out. The Board authorized him to start calling and writing to those in arrears.
- The new fence along the lake has been completed by Active Fencing at a cost of \$19,540. It was agreed by all that the new fence was a much needed improvement.
- A letter from Barber Construction was presented, requesting that the Board approve payment of \$833.12, which was previously denied. The Board authorized Rick to pay the bill and write a letter to Barber stating that in the future he is to submit any quotes in writing prior to starting work, and that his main contact will be the association administrator. Furthermore, he is to contact the office whenever he or his representatives are on site, performing work and/or inspections, so an association representative may accompany him, if necessary. (a copy of his correspondence is filed under BARBER 2012 in the file cabinet)
- Paving quotes from Olsen and Kingsview were submitted. After discussion the Board agreed to table any further discussion until Fall of 2012 (bids filed under PAVING QUOTES 2012)
- Stratton Services has complete replacing an electrical panel that services the illumination light at the entrance driveway and several of the association owned lights along the drive.

Treasurer's Report - Jim Parks

- Motion to Accept by Jeff Hoy; seconded by Jack Horst; Carried.

Committee Reports:

Personnel - Laura Peacock/Board of Managers

- No report at this time

Rules & Regulations - Ann Carden

- Ann presented the new Welcome Package; Rick will distribute copies to any new resident, as well as realtors.
- She presented the latest website statistics to the Board.

Buildings & Grounds - Jeff Hoy

- Jeff spoke of ongoing projects as well as the "wish list" of projects to be completed as time and finances allow.

Social & Recreation - Jim Parks

- Jim reported that there will be a "Welcome Back" get together on June 9th at 4:00 p.m. in the Pool Building.
- The next committee meeting will be held on June 12th.

Reserves - Jim Parks

- Jim reported reserves of \$30,514.88.

Correspondence -

- A petition supporting Playground purchase. There was considerable discussion by the Board and the petition was rejected, citing the close proximity of public playgrounds within 5 minutes, and the fact that the association owns a multitude of toys, games and activities that can be enjoyed by all. The Board did approve purchasing certified rubber mulch so that the swing set can be enjoyed. (copy of petition filed under PETITIONS 2012).
- Petition supporting trimming between fence and lake. A quote for approximately 200 feet of the bank has been obtained in the amount of \$860 was presented. The Board asked Rick to obtain a quote to trim the entire lakeside fence line prior to moving forward with any trimming. There was considerable discussion. (copy of petition filed under PETITIONS 2012).
- A letter from Kathie Horst was read requesting immediate resolution to the deteriorating condition of the roadside balcony on Building P. The Board agreed it was a priority. Rick stated that he has encountered difficulty in getting ANY contractor to respond. He will redouble his efforts and attempt

to make contact with qualified contractors. (copy of letter filed under CORRESPONDENCE 2012)

- A letter was read from Mr. and Mrs. Norm Gollnitz, Unit L-2 requesting the Board to change the front door/window requirements allowing them to use the size they had previously denied. The Board denied the request again and instructed Rick to write the Gollnitz' citing that there are manufacturers that do manufacture windows to Board requirements. Jack Horst stated that Home Depot was one.

Old Business:

- Jack Horst presented the Nominating Committee report; he reported that Jim Parks has been nominated for re-election and Ray Mapston has agreed to run. The administrator was instructed to send a letter to all owners by mail no less than 30 days prior to the election. This letter will give the date of the election, biographies for the two candidates, and procedures for write in candidates. (a copy of the report is filed under COMMITTEE REPORTS 2012)
- The Annual Meeting has been set for the second Sunday in June at 4 p.m. per Association By-Laws.

New Business:

- Two Satellite Dish requests were presented; the one for C-7 was approved. The second was denied because the owner is in serious arrears to the Association. Rick was instructed to return the check to the owner, explaining the reason for denial, and work with them to bring the delinquent account up to date..
- Jack Horst - Presented a report on meeting with our accountant. He requested some changes be made to reflect our current situation, writing off the Beaujean account (a renter no longer here) the Laundry account as a renter as it does not exist, and Vacation Properties and Howard Hanna Holt as they are no long renter. It was agreed that Jim Parks would contact B&LB to authorize the changes. Jack also raised concern that we have not had a financial review done for several years and according to the by-laws, it is required. Jim will follow up, contacting another accounting firm to do the review. (a copy of the report is filed under COMMITTEE REPORTS 2012).

Adjournment:

- President Laura Peacock announced that the Board needed to meet in Executive Session following the regular meeting.
- Motion to adjourn was made by Jack Horst; seconded by Ann Carden; Carried
- Meeting adjourned at 11:00 a.m. and reconvened in Executive Session.

Next Meeting: May 26th, 2012, 9:00 a.m. Lakeside Lounge