

Village at Cordata, Northside, Condominium Association
Meeting of Board of Directors
February 8, 2018 at 10:00 A.M. VACNCA Club House

Present: Beverly Brownrigg, President, JoAnne Wyatt, Vice President, Earl Sheneman, Treasurer, Larry Pollett, Buildings & Grounds, Cheryl Scheele, Landscaping, Rhonda McMartin, Secretary, Lynn Kirlin, Director.

1. Call to Order: 10:00 A.M.

2. Larry moved and Earl seconded the board meeting minutes from January 11, 2018 be approved as written. The motion carried. The vote was unanimous.

3. Treasurer's Report: (Earl Sheneman)

- 3.1 All bills are paid to date
- 3.2 Three monthly assessment checks have not been received.
- 3.3 Quick Books Pro 2018 was purchased and now in use.
- 3.4 Reserve study this year cost more due to there being an on site visit.
- 3.5 Three signers are needed on the VACNCA's bank accounts. Cheryl Scheele was chosen to be the third signer on VACNCA's WECU Accounts. Rhea Ramsay has been removed as a signer.
- 3.6 Earl and Pete recommended that their reimbursement for copies they make be six cents per copy and the Board agreed. JoAnne questioned VACNCA's extra copies for non-required or essential notices. Rhonda has borne all those costs herself and VACNCA has not been charged for anything other than official VACNCA notices. Earl moved that the board set a reimbursement rate of six cents per copy for copies done for VACNCA by association members. Bev seconded and the motion carried with the Board voting in agreement.
- 3.7 The 2018 reserve study has been received and is located on top of the middle file cabinet. Pete offered to post a PDF copy on our website that members can access when needed as well as having the hard copy in the club house.
- 3.8 In the past, any additional monies left over from the previous year have been added to the reserve fund which is at 62% of the recommendation by David Bach. Earl moved that we transfer 2017's excess general fund monies, in the amount of \$6,299.00 to the reserve fund. Rhonda seconded and the board vote was unanimous.

4. Buildings & Grounds (Larry Pollett)

- 4.1 Unit 1241 had a leaking toilet which cost approximately \$400.00 in water costs for VACNCA. The owner will reimburse the association for the plumber callout and repair.
- 4.2 Unit 1265 garage door spring was broken and has been repaired and a new door and operator are on order. Also unit 1207 has a new garage door on order.
- 4.3 Oscar has checked and cleaned all the gutters and has done some power washing as needed.

5. Landscaping (Cheryl Scheele)

- 5.1 Cheryl, Jerry Conger and Larry Pollett met with Custom Cut and obtained an estimate for the entry island in the amount of \$3,975.00 plus 8.7% tax of \$345.83. Insurance claim money paid for the island repair was in the amount of \$1,581.00.
The board approved the landscape committee's recommendation.
- 5.2 The committee will provide a signup sheet in the club house for those who want to have their patios &/or decks power washed at owner's expense.

6. President (Bev Brownrigg)

No comments

7. New/Old Business:

- 7.1 Rules & regs committee chairperson, JoAnne said that the committee was not satisfied with what the attorney has produced. The committee is working on it. Earl reported that the attorney has raised his rate to \$280.00 per hour.
- 7.2 Earl asked if we can standardize the declarations into just one document instead of having multiple amendments. JoAnne will follow-up with the attorney concerning this. 7.3 The IT committee, i.e., Pete reported on an updated emergency contacts listing. Pete spent many hours bringing the list current with 80% of the membership having changes in their information kept on file. There were five units that did not respond to requests for contact information. Providing contact information is at each owner's discretion however it would be helpful for the association to know who to call if someone is gone and their house burns down!
- 7.4 Lynn suggested contacting Comcast to see if we can obtain free WiFi at the club house. The board gave Lynn the go ahead to investigate this proposal.
- 7.5 Dale French thanked the board for the power washing done and how the painted signs are now more visible. Larry Pollett reported that the road condition is showing the need now for a new seal coat and that that will more than likely be taking place this summer.

8. Next Meeting Date: March 8, 2018 at 10:00 A.M.

9. Larry made a motion to adjourn the meeting and JoAnne seconded. The vote was unanimous, and the meeting adjourned at 10:49 A.M.

Respectfully submitted by: Rhonda McMartin, Secretary

Approved: _____