

Board of Directors Meeting  
Approved Minutes  
July 26, 2022

1. Gerri Pennachio called the meeting to order at 6:30 pm.

2. Roll call was taken and a quorum of the Board was present.

Gerri Pennachio, President  
William Mellon, Vice President  
Janet Shearer, Secretary  
Gregory Hannie, Treasurer  
Shannon Hannum, Director  
Rita Fandrich, Director  
Linda Sowell, Director

Tori Gee, LCAM and Admin Asst., Terry Wexler were also in attendance.  
Stuart Baldick, Owner of Stuart's Plumbing, attended in person.

3. Bill Mellan made a motion to approve the minutes from the 7-13-22 Special Board Meeting as submitted in the Board Packet.

Linda Sowell second the motion.

The motion was put to a vote and the vote passed unanimously.

4. Prior to approving the main line valve repair/replace/install quote that has been discussed for the past 3-months, the Board had the opportunity to ask questions of Stuart Baldick, the owner of Stuart's Plumbing. The due diligence of this project has been well documented, methodical, thorough, and well thought out to meet the short-term and long-term goals of the community.

Greg Hannie made a motion to approve the quote from Stuart's Plumbing in the amount of \$99,300.00 included in the Board packet and for the payment to be made from the Reserves.

Bill Mellan second the motion.

The motion was put to a vote and the vote passed unanimously.

5. Gerri Pennachio read the President's Report

Bill Mellan made a motion to accept the report as submitted in the Board Packet.

Rita Fandrich second the motion.

The motion was put to a vote and the vote passed unanimously.

6. Gregory Hannie read the Treasurer's Report

Bill Mellan made a motion to accept the report as submitted in the Board Packet.

Linda Sowell second the motion.

The motion was put to a vote and the vote passed unanimously.

7. Tori Gee, LCAM read the Manager's Report.

8. Tori Gee, LCAM gave a report of the condition(s) of the asphalt at the corner of Waterfall Lane and Stonewater Dr. She informed the Board that a cost for this repair will need be approved before the August Board meeting and highly encouraged the Board to approve the new spending policy, included in the Board packet, tonight so that yet another Special Board meeting does not need to be scheduled.

9. Linda Sowell made a motion to ratify the "Emergency Concrete Work" which was signed and approved unanimously by the Board of Directors at the time of creation, on 7-21-22.

Bill Mellan second the motion.

Discussion: Tori Gee, LCAM noted that the concrete was an emergency as the driveway had to be excavated to repair a broken waterline under the driveway. As the Board had not approved a spending policy yet to allow for these services, and the work had to be done before the next Board meeting, it constituted an emergency. The work was contracted with MK Concrete Services on 7-21-22 for \$7,175. It included the driveway of 3209 Stonewater Dr (where the pipe broke) as well as the driveway at 1164 Waterfall Lane, which had been listed as second for repair on the concrete repair list. The second driveway was done to secure a quantity discount of \$1,150.

The ratification has been duly noticed.

10. Greg Hannie made a motion to move agenda item "12. Elements" up to item 10.

Janet Shearer second the motion.

The motion was put to a vote and the vote passed unanimously

Tori Gee, LCAM made a request to the Board to approve a spending limit policy for repairs that must be done before a regular Board meeting that are over the normal spending limits to eliminate the need for ongoing Special Board Meetings each month above the Regular Board meetings.

Discussion: The Board approved if the amount exceeds the current spending authority of \$5,000.00, then the expenditure can be approved with the signature of 2 board officers.

Bill Mellan made a motion to approve the Special Spending Policy.

Linda Sowell second the motion.

The motion was put to a vote and the vote passed unanimously.

11. This agenda item was tabled. Discuss the legal opinion of the Association documents received from Becker & Poliakoff on 7-24-22 as they relate to the elements of the Association.

12. This agenda item was tabled. Discuss replumbing of units in regard to the legal determination received on ownership of unit pipes.

13. The Board discussed informing all Owners that the Board has put architectural requests on temporarily hold until legal documents defining the elements have been secured.

Rita Fandrich made a motion to inform all Owners that the Board has put architectural requests on hold temporarily until legal documents defining the elements have been secured and an ARC (Architectural Review Committee) has been established.

Linda Sowell second the motion.

The motion was put to a vote and the vote passed unanimously.

14. Janet Shearer made a motion to approve the establishment of an ARC and for Bill Mellan to be the head of the Committee and Greg Hannie to be a committee member along with three home owners with the formal approval of the ARC being presented at the August Board meeting once all members and criteria for the committee have been set.

Rita Fandrich second the motion.

The motion was put to a vote and the vote passed unanimously

15. Tori Gee, LCAM announced that the auditor expects the draft audit to be approved by the end of next week so that the audit post cards can be sent to the owners the following week.

16. Tori Gee, LCAM gave an update on the progress and timeline for receiving the final reserve study.

17. Tori Gee, LCAM, gave a presentation on the comprehensive services presented by Massey for Inside pest control (to replace Allmax who does not have the required workman's comp insurance limits), Critter Control services (to replace All Creatures Wildlife Control who does not have the required workman's comp insurance limits) as well as critter preventative services and termite bait station installation and maintenance. She is recommending that we immediately switch to Massey for inside pest control (at basically the same rate we are paying now) and critter control (again at the basic same rate) in order to come into compliance with the requirements of our Association insurance policy.

Massey also provides an effective way to prevent rats from entering the buildings through exclusion and traps. The exclusion portion I have asked Massey to create a quote for presentation in 2023 as it will be substantial. The portion to set the rat traps (2 per building) maintain them with bait and regular monitoring and removal is included for review.

The termite bait station initial installation and maintenance is also included. At this time, I have not been able to secure a competitive bid for these services. But I wanted to present this quote as a starting point for review and discussion. My plan is to have at least one more professional quote for termite bait stations at the August meeting.

17A. Greg Hannie made a motion to approve the annual contract with Massey, provided sales tax is removed for the inside pest control services at an annual rate of (after an annual prepay discount of 5%) \$9,758.40 and to begin using their services starting August 1, 2022.

Linda Sowell second the motion.

The motion was put to a vote and the vote passed unanimously.

17B. Greg Hannie made a motion to approve on an as needed basis the critter control services with Massey for all new rat, squirrel or other rodent problems that may potentially enter the buildings  
Linda Sowell second the motion.  
The motion was put to a vote and the vote passed unanimously.

17.Linda Sowell, made a motion to adjourn the meeting at 9:19 pm.  
Bill Mellan second the motion. The motion was put to a vote and passed unanimously.