

VALLEY LO TOWERS I
Board of Directors Meeting
May 23, 2019

Board President Connie Conway called a meeting of the Valley Lo Towers I to order at 7:03 pm at the Glenview Park Center, Room 108A. It was noted a quorum was present.

BOARD MEMBERS PRESENT: Connie Conway, President
Art Ferguson, Vice-President
Dixie Elwell, Treasurer
Judy Skinner, Secretary
Lynne Goldman
Anne Gardner (arrived @ 8:20pm)

BOARD MEMBERS ABSENT: Rich Melford

ALSO PRESENT: Kevin Sanders, Braeside Community Management

APPROVAL OF AGENDA

Motion: Upon motion by Ms. Elwell, seconded by Ms. Skinner and unanimously carried, the Board approved the May 23rd, 2019 Meeting Agenda.

APPROVAL OF 4-11-19 MINUTES

Motion: Upon motion by Ms. Elwell, seconded by Lynne Goldman and unanimously carried, the Board Approved the 4-11-19 Meeting Minutes as corrected.

PRESIDENT'S COMMENTS

As of 5/23/19 Marquette has not provided VLT I with any additional details or cost estimates regarding the clubhouse renovation. Once the Board has more information, Management along with the Association Attorney will review to make sure we are not paying for anything we are not responsible for under the easement agreement.

TREASURER'S REPORT

Ms. Elwell presented the financials for the period ending April 30, 2019.

Operating Account balance at 4/30/19	\$67,095
Reserve Account balance at 4/30/19	\$967,834
Operating Disbursements - April	\$90,990
Reserve Disbursements - April	\$8500
Total Funds as of 4/30/19	\$1,034,930

Motion: Upon motion by Mr. Art Ferguson, seconded by Ms. Judy Skinner and unanimously carried, the Board approved the Treasurer's report subject to audit.

COMMISSION REPORTS

Rules & Regulations/ByLaws – Ms. Conway reported that there will be a posted notice for an upcoming Rules and Regulations Commission Meeting. Anyone interested in serving on the commission should contact Ms. Conway upon adjournment of the meeting. Some by-laws are "out-of-date" per Lee Flanagan. Most issues can be addressed through the VLT I Rules and Regs updates. Association violation fines will be discussed as well.

Maintenance – Art Ferguson discussed ongoing projects that Management is engaged in working on. Art has prepared a new maintenance list with updated target dates. Management will cover many of these items in the management report.

Social – Ms. Dixie Elwell reported the last Social meeting took place on 5-16-2019. The group is working on updated the new owner information packet. That has been completed and should be uploaded to the website soon. The new directory is still being worked on. Once completed management will inform residents. The Spring Cocktail Party in April was a success. Meet and Greet for new owners is scheduled for Sunday 6/23.

Landscape – Ms. Judy Skinner report that the most recent landscaping meeting was on 5/13. The Spring Annuals have been planted in the front planters. Due to the rains, Rosborough has not been able to cut the grass behind the building for a few weeks. Judy recently met with Rosborough for ideas on summer annual plantings. Judy and management will walk the property with an Arborist in June to obtain an overall health assessment of the trees on property.

MANAGEMENT REPORT

Conversion of outdoor common area lighting from manual timers to photocell control – Management presented bids from TEC Electric (\$1,877 per building) and Basis Electric (\$2024.38 per building) for conversion of common area manual light timers to photocell control.

Motion: Lynne Goldman made a motion to table this project and consider costs for input the 2020 budget. Motion seconded by Judy Skinner. Motion Passed.

2020 West Outdoor Stairwell Replacement – Management presented bids from Bush Concrete (\$7950.00) and Augustyn Construction (\$7980.00) for replacement of the concrete steps at 2020 west outdoor stairwell. Management will follow up with each company regarding warranty information. Management is also awaiting a bid from Hammerbrush Construction.

Parking Lot Signage Repairs – Monks sign co has submitted costs to repair of the wooden parking lot signs. \$1125.00 is the cost for repairing five (5) sign faces. In the future, management will investigate a different material that can hold up better to the elements,

Motion: Art Ferguson made a motion to proceed with sign repair proposal. Ms. Dixie Elwell seconded the motion. Lynne Goldman opposed the motion. Motion Passed.

Fitness Room Bicycle – Fitness room recumbent bike has been repaired numerous times since April. Wisthoff Fitness has repaired but the seat locking mechanism is no longer holding. Wisthoff has submitted a proposal for a new recumbent bike for \$1,896.91.

Motion: Art Ferguson made a motion to replace the broken fitness room bike with the quoted recumbent bike from Wisthoff at a cost of \$1,896.91. Ms. Dixie Elwell seconded the motion. Lynne Goldman opposed the motion. Motion passed.

Mulch & Turf Repair Proposals – Rosborough has submitted a proposal to mulch the front of both buildings (\$8643.50) along with a proposal for repairing the turf near the sidewalks with sod (\$1988.50). These projects are within landscaping budget parameters.

Motion: Ms. Dixie Elwell made a motion to proceed with mulching and turf repair. Motion seconded by Lynne Goldman. Motion passed.

Aaron & Trecker Fall Furnace Program - Aaron and Trecker has submitted a proposal to the Association to add a fall furnace maintenance program. The Association does not feel this would be beneficial and has decided to let homeowners contract for furnace maintenance individually.

2020 West Garage Door Panels – 2020 west garage door has damaged panels. Aero garage doors have submitted a proposal to replace four (4) panels at a cost of \$1700.00 or the option of replacing the entire door at a cost of \$2500. A new door would include new hardware, new high cycle springs and new struts.

Motion: Lynne Goldman made a motion to table the replacement of the 2020 west garage door until 2020. Motion not seconded. Motion failed for lack of second.

Motion: Art Ferguson made a motion to replace the entire garage door at a cost of \$2500. Motion seconded by Judy Skinner. Lynne Goldman opposed. Motion passed.

General Maintenance Items:

- Garage mirrors installed
- Gazebo lattice repairs scheduled
- 2020 East garage ceiling needs repaired
- Door closers need to be adjusted. Management will work with maintenance to adjust.
- Elevator carpet cleaning
- Garage vestibule deep cleaning
- Lobby vestibule deep cleaning
- Blacktop repairs/concrete repairs

OLD BUSINESS

- Window washing was completed in April
- 2000 east garage receiver replaced
- Recycling signs have been posted
- Garage power washing and scrubbing completed
- Reserve Study Update Site Visit Scheduled for 6/12
- Filter replacement program notices went out to residents
- Fitness room has been reconfigured to reduce noise and sound transmission

Discussion on elimination of stenographer –

Lynne Goldman has suggested the Board cut ties with Words Plus stenographer. This is due to the inaccuracies in the minutes as well as costs. Management will investigate any existing contract. Pending there is no contract, the Board will discuss responsibility of the minutes going forward.

Discussion on Financial Information Provided to Residents -

Lynne Goldman has suggested an updated financial statement format that she would be willing to prepare to distribute to owners along with the Agenda prior to each meeting.

HOMEOWNER FORUM:

The Board welcomed new home owners, Jim & Maureen Sullivan, 2000/111.

The follow residents had comments/questions for the Board.

Bob Smith - Financial responsibility

Florence Bubes - Movers occupying elevator all day

Shelley Riskin - Garage project & maintenance

Jim Roberts - Budgeting

Adrian Rattner - Signage

Laura Bulger - Assessment charges

Margareta Brown- Assessment & carpet cleaning

Paul Kaiser – Association Violation Fines

Colleen McGinnis - Being positive & thoughtful. Focus on future, not past.

** The President ruled a homeowner out of order when he expressed personal attacks against the Board. The President reminded homeowners that all Directors and Officers were duly elected and well qualified to serve in their positions. **

ADJOURNMENT

Motion: Upon motion by Ms. Elwell, seconded by Ms. Gardner, and unanimously carried, the Board adjourned the meeting at 8:57PM.