Meeting of the Board of Directors

Villas de Golf Association, Inc Held in the Clubhouse

**January 18, 2016**

**Regular Membership Meeting Minutes**

***Unapproved***

**Call to Order and Roll Call**

President K. Ward called the meeting to order at 3:00 p.m. 14 Owners in attendance. The following Directors were present:

Kent Ward President Barb Mannette Vice President

Bob Shafer Treasurer Bernadette Moriarty Secretary

Bonnie Boak Director Chuck Burris Director

RPM property manager Leslie Randolph was present.

**Proof of Notice:** Meeting notice had been posted in accordance within Association By-Laws

**Approval of Minutes of Prior Minutes:** The Board meeting minutes of December 21, 2015 were presented. Mr. Burris made a motion to accept the minutes as presented. Ms.Mannette seconded the motion. The motion passed unanimously.

**Officers Reports:**

**Treasurer:**  Mr. Shafer distributed copies of the Financial Report for the month ending 12/31/2015. Mr. Shafer reviewed Budgeted vs. Actual totals for Income and Expenses, along with Reserves, for the month and year to date.

Mr. Shafer made a motion to accept the Financial Report as written. Ms. Mannette seconded the motion.

The motion passed unanimously.

**Committee Reports:**

No reports

At this time, Chair of the meeting transitioned to Ms. Randolph.

**Old Business:**

Update on the purchase of five new washers for the community-the new washers will be arriving at the vendor on February 14th and will be scheduled for the community upon arrival.

Update on new window installation for unit 10106-installation is scheduled for February 8th.

Building 7/8 Grill area-Materials cost proposed. Following discussion, the Board agreed that lighting would also be beneficial. Mr. Shafer made a motion to improve the Bldg 7/8 grill area for an amount up to, but not to exceed $500. Mr. Burris seconded the motion. The motion passed unanimously.

Elevator Inspections. Re-inspection of the community elevators took place on January 7th; items noted on the October 28th inspection have been corrected. Following discussion of recent problems, it was agreed that a proactive look into upgrading the elevator would be initiated by obtaining an estimate from Otis.

**New Business:**

Power Washing the Carport Tops-Scope of Work received from Paul Cicula for power washing the original carport tops. Hardcopy of proposal was requested. Mr. Shafer made a motion to approve the scope of work in the amount of $550 for power washing the original carport tops. Ms. Boak seconded the motion. The motion passed unanimously.

Pool signs-Two proposals, totaling $576.88 were proposed for replacement/addition of pool signs. Board requested review of wording. Mr. Shafer made a motion to accept the proposals for signage for an amount up to, but not to exceed $600. Ms. Boak seconded the motion.The motion passed unanimously.

Filter for Pool-Proposal received from Anchor Pool Service in the amount of $534.50 for full replacement of the pool filter. A motion was made by Ms. Boak to accept the proposal for an amount up to, but not to exceed $600. The motion was seconded by Ms. Mannette. The motion passed unanimously.

Pool Lights-2 Pentair Intellibrite LRD pool lights were originally installed during the summer of 2013. Expected lifespan of lights is 10 years. One light replaced in November; 2nd light is out. Pool Works is being contact to replace under warranty. No motion.

Pool Inspections-Based on the two violations identified during the inspection of the community pool on January 11, 2016, life ring has been removed and the back flow prevention device is being installed. No motion.

Required Financial Audit-Proposal received from Bashor and Legendre, in the amount of $4,500, for preparing the audit on the 2015 financials. Bashor and Legendre completed the 2012 audit. Deadline for completion of Financials is at the completion of 1st quarter. Normal financial statement will be provided by Resource. A motion was made by Mr. Shafer to approve the proposal from Bashor and Legendre in the amount of $4,500. The motion was seconded by Ms. Boak. The motion passed unanimously

Closeout Fiscal Year-A motion was made by Ms. Boak to closeout the December 31, 2015 Fiscal Year. The motion was seconded by Ms. Mannette. The motion passed unanimously.

**Owner Discussion**

No maintenance requests at this time.

Office coverage was discussed. Owners are being contacted to cover Wed. Mr. Gaugh agreed to cover Friday 2-3pm. Ms. Randolph will be on site on Monday.

A question was raised as to the number of cars that an Owner/Resident could have parked within the community. Following further discussion, the Board will consider whether a rule should be established. No motion.

Owners are encouraged to submit proxies in advance of the Feb. 2nd Annual Meeting

**Adjournment**

There being no further business, a motion was made by Mr.Burris to adjourn. Motion was seconded by Ms. Boak. Motion passed unanimously. The meeting was adjourned at 3:45 pm