Meeting of the Board of Directors

Villas de Golf Association, Inc Held in the Clubhouse

**November 16, 2015**

**Regular Membership Meeting Minutes**

***Unapproved***

**Call to Order and Roll Call**

President K. Ward called the meeting to order at 3:00 p.m. 25 Owners in attendance. The following Directors were present:

Kent Ward President Barb Mannette Vice President

Bob Shafer Treasurer Bernadette Moriarty Secretary

Thomas King 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 April 13, 2015 were presented. Mr. Shafer made a motion to accept the minutes as presented. Mr. Burris seconded the motion. The motion passed unanimously.

**Officers Reports:**

**Treasurer:**  Mr. Shafer distributed copies of the Financial Report for the month ending 10/31/2015. Mr. Shafer reviewed Budgeted vs. Actual for Income and Expenses, along with Reserves, for the month and year to date.

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

The motion passed unanimously.

**Committee Reports:**

**Volunteer Committee:** Mr. Swerienga identified a suggested list of tasks that could be accomplished by the volunteers which included: mulching plant beds, pressure washing the patios, painting of stairs, fence repair, and plantings.

Nov 30 @ 9:30 identified for planting at the building markers.

**Social Committee:** Mr. Ward reported that the SocialCommittee is meeting on Tuesday, Nov 17th, for planning the 2015-16 season.

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

**Old Business:**

No old business.

**New Business:**

**Review of the Proposed 2016 Budget**

The proposed 2016 Budget was presented by Bob Shafer. Each section of the report was reviewed. An increase of 3.9% in maintenance fees is recommended. Mr. Shafer reported that the Laundry Room Maintenance item had increased due to machine malfunctions.

Once reviewed the floor was open to Owner queries. All questions were recognized and answered. Ms. Randolph indicated that the mailing of the Budget, for the Owners vote, will be mailed within two weeks. Owner’s meeting for approval of the 2015-16 budget is scheduled for Dec, 15th.

**Clubhouse Roofing Project:** At this time Ms. Randolph introduced the proposals for the necessary roofing repair.

Mr. Shafer led the discussion and reported the clubhouse roof is leaking, cannot be patched and needs to be replaced. Over the summer, the clubhouse roof sustained multiple leaks; repairs were made but the roof appears to be compromised. Proposals were received from McMullen Roofing and Trinicon and specifics were reviewed. The floor was opened to Owner queries and answered. Mr. Shafer made a motion to accept the proposal from Trinicon in the amount of $12,483. Motion was seconded by Mr. Burris. The motion passed unanimously.

**Gutter Hangar Repairs:** Ms. Randolph introduced the proposal for gutter hangar repairs.

Mr. Burris led the discussion and reported that the hangars securing the gutters on several buildings required emergency repair during the summer; subsequently’ it was found that the hangars and the method to secure them are deteriorating throughout the complex. In order to be cost-effective regarding equipment, the recommendation is to make the repairs on all buildings, rather then, as needed. Mr. King made a motion to accept the proposal from CES engineering in the amount of $11,875, for engineering, equipment and labor with oversight. Motion was seconded by Mr. Shafer. The motion passed unanimously.

**Power Washing of Carport Tops:** Ms Randolph opened discussion of this topic

Existing carports located at building 2, 3 and (2)9, which were installed several years ago are moldy and need to be power washed. During discussion, concerns were raised that volunteers may not have the experience to complete this cleaning. Recommendation was made to research with company that installed new carports. No motion

**New Windows for Unit 10106** Ms. Randolph introduced the topic, which was led by Mr. Shafer

Window at the front of the unit is in bad condition. Once the legal process is completed, the Association plans to place the unit up for sale. Mr. Shafer made a motion to allocate a maximum amount of $2,000 for replacement of the Unit 10106 front window. The motion was seconded by Ms. Mannette. Motion passed unanimously.

**Turf Replacement:** Ms. Randolph introduced the topic which was led by Ms. Moriarty, who reported that the summer weather had resulted in an invasion of mole crickets that were eating the turf in various locations. The appropriate pesticide was administered, but several areas were left without turf. A proposal was received from Westcoast for turf replacement at sections of buildings 8 and 10 and along Vonn road. Ms. Moriarty made a motion to accept the proposal from Westcoast for Builds 8 and 10 only, for a total of $1,240. The motion was seconded by Mr. King. The motion passed unanimously.

**2016 VdeG Directory**: Ms Mannette noted that the 2016 Directory was in the process of being prepared for printing. Any and all changes must be in by Nov 30 in order to meet distribution deadlines. Change forms are available at the clubhouse and the office; once completed they can be left at the office. No motion.

**Owner Discussion**

Request received from Unit 1207 to purchase a multi CD player for providing music to the pool area via the outside speakers. Discussion followed: Since this is a common area, it’s difficult to please all who use the area. In the past Owners have complained of music at the pool and others may prefer to read without music. While it’s appreciated that others enjoy music at the pool, it’s suggested that those sitting at the pool have the option to use personal devices; without the music noise being offensive to others enjoying the space. The Board rejected the purchase of a multi-CD player. No motion.

Request received from Unit 3101 to address accumulating water during heavy rain. Request was received to elevate the center of the parking spot pavement. Discussion followed as to its effectiveness, whether it might be a safety concern and the impact on the adjacent auto parking in that space. Further information is needed before making a decision. Mr. Burris will assess the situation and report back at the next General Meeting on Dec. 21st.

**Adjournment**

There being no further business, a motion was made by King to adjourn. Motion was seconded by Mr. Burris. Motion passed 6-0. The meeting was adjourned at 4:04 pm