

Tomahawk Creek Condominium Board Meeting Minutes for September 19, 2012

APPROVED

Board: Michelle Buchanan, John McKelvey, Jennifer Breece, and Rochelle Mitz

Signature Property Management: Nancy Desmond, Vickie Talley

Meeting was called to order at 6:30 pm.

First order of business was approval of minutes for August 16th 2012. John motioned for the August 16th, 2012 minutes to be approved and Rochelle seconded the motion.

Vickie Talley read a letter from Joy Peters, Vice President of Signature Property Management, stating incorrect information was reported in the August 16th, 2012 minutes. Signature's rebuttal will be added to the minutes.

Managers' Report:

Nancy Desmond reviewed the pending issues on the weekly condominium report dated September 14th, 2012. She also discussed the Trash times that were changed in the Rules and Regulations from 6-8am to 7-8am. Elspeth Pierce, 05K, requested that the trash compactor not be used after 9:00 pm and owners not pile trash on top of it. Nancy Desmond stated she would add that to the October Newsletter.

Nancy Desmond explained that she provides 4 reports a week to keep the Board of Directors updated on the business of the property. They are as follows: weekly condo report, the weekly delinquency report, the weekly property inspection report and the weekly supply form.

Financials

John McKelvey reviewed the August 2012 financial report. John McKelvey stated that the overages were in Exterior Painting, Pool/Spa, Social and Roofing. He also reported that \$56,000.00 of the Special Assessment had been paid at this time.

Jennifer Breece asked whether or not we had received the invoice for the roof repairs completed on building 20. Nancy reported the invoice has not yet been received.

Jennifer Breece asked what the overage costs were going to be for the wood rot/painting. John reported that it would be \$98,000. John mentioned that we may have to take \$100,000 from reserve due to the overages which include other items but this is tentative and could be less or could be more. John stated that we would not know the final amount taken from the reserves until the end of the year.

Rochelle stated that last year there was nothing budgeted for wood rot for 2012. This needs to be considered for the 2013 budget. Rochelle also stated that we will need to budget more for roof costs in 2013 as we have had a significant amount of overages for this year.

Vickie Talley gave a report on the time line for the preparation of the 2013 budget by Signature Property Management. Vicki reported that we have a new accountant, Ralph.

Architecture Committee

Rochelle Mitz reported that most architecture violations have been corrected. The committee has identified and approved replacements for the front/patio doors. The committee is still working on determining options for the patio light replacements. Violation fines have been added to some owner's accounts due to the residents not correcting the violation(s).

Landscape Committee

Michelle Buchanan reported they had a conversation with EPIC and a couple of the new boxwoods at 11618 have died and Epic will be replacing them.

Social Committee

Michelle Buchanan reported on the following for Jason Purinton: Labor Day Party was attended by over 120 people, the flag rising for Veterans Day will be taken care of by Larry Rutter and the year-end party will be drinks and dessert.

Covenants Committee

Linda South reported that the committee meets the second Monday of each month and would like to report on different Bylaws each month going forward.

- **Board of Directors (Article III)** – 3 Board members has to vote in the affirmative in order to engage in any transaction. Jennifer Breece asked for clarification and Linda stated that any expenditure has to be approved by 3 affirmative votes.
- **Officers (Article IV)** - Linda also reported that all checks need to be signed off by 2 Board members.
- **Meetings of Members (Article II)** – Special meeting can be called by 2 Board members or upon written request but the residents equally $\frac{1}{4}$ of the association. Notices of meetings have to be mailed to the owners at least 21 days before to the annual meeting and at least 7 days prior to each special meeting. Linda clarified that the owners have to receive the letter 21/7 days before not that the letter is mailed out 21/7 days before the meeting.

Old Business

Nancy Desmond reported that she had spoken with Bob Robinette from Norton & Schmidt and the Capital Reserve Study would be completed the following week.

New Business

Nancy Desmond reported that Bill Gates stated that owners were able to borrow snow shovels in prior years and she wanted to know if this would be allowed this year. The Board decided that we would not allow shovels to be loaned out.

Nancy Desmond reported on the issue with 09J. Apparently the owner had spoken with Solution Systems and had them perform repairs in their unit without reporting it to the Office and Solutions System did not provide Nancy with a proposal for the work. The work was done without the approval of the Board. The Board of Directors unanimously voted to not pay for this repair.

Daphne, 20A, reported that this had been done in the past for weep hole damage but that it was taken care of if the resident followed the proper notification procedures.

Michelle Buchanan reported the Board voted by email to change the office hours from 9-6pm to 8-5pm. The vote was a 3-2 vote and was passed. Ken Patrick reported that this had been done in the past and it was not successful and would not work. Karen Mann and Daphne asked that there be 1-2 days to have extended hours. Karen Mann stated that the management company was here to work for the residents. Karen Mann stated that residents would not be able to come into the office anymore because most people get off at 5pm.

Vickie Talley reported that Signature Property Management typical hours are 9-6pm; however, since the Board has asked to change the hours they complied.

Open Forum

- 05K Elspeth Pierce – Reported that the trash situations the last couple of weekends has been horrible. People are not following the rules and or not be courteous to the people who live near the compact by running it at all times of the night. She would like for residents to be reminded of the rules.
- 10A Daphne Reitz - reported the prior Board of Directors would provide financial information at the general meetings to the owners. Vickie Talley requested she provide a copy of those documents to Nancy Desmond so she can forward them to the Board of Directors for review. With the Boards approval the documents will be emailed to the owners who attended the meeting.
- 02K Karen Mann - asked about the irrigation system behind her house. Nancy Desmond stated the repairs have been completed.
- 17F Martha Long - asked how her front door would be painted if she was not home to open it for Solution Systems. Nancy Desmond stated she would find out the next day and email her the answer.

Adjournment: 8:30

Minutes submitted by Jennifer Breece, Secretary.