

Tomahawk Creek Board Meeting

Monthly Meeting

APPROVED Meeting Minutes

Meeting Date/Time	December 12 th , 2013 at 6:00pm
Meeting location	Club House Conference Room
Board Member Attendees	Gayle Voyles, Jennifer Breece, Duffy Cunningham Tate, Jennifer Nearing Absent Karie Younger
Tiehen Attendees	Tim Rellihan and Michelle Swartz

AGENDA TOPICS

- ❖ President's Report – Discussion on resident's damaging property and the Election of the 2014 Board
- ❖ Approval of Meeting Minutes – November 11th, 2013, November 18th, 2013 and November 26th, 2013
- ❖ Treasurer's Report – Delinquencies
- ❖ Tiehen Management Report – Roof update, Bid discussion, Carport Update, Maintenance and Phone Log
- ❖ Committee Reports – ARC, Landscaping, Social, Nominating and Covenants
- ❖ Old Business
- ❖ New Business – Vendor/Contractor check in requirements

Email Votes:

December 19th, 2013

Motion made by Jennifer Breece to replace water valve in Building 21 for \$1,287

Motion seconded by Jennifer Nearing

Motion passes with 4-0 vote

December 14th, 2013

Motion made by Jennifer Breece to amend bid approval for Ron Mathers from \$3,200.30 to \$3,230 plus applicable taxes

Motion seconded by Duffy Cunningham Tate

Motion passes with 4-0 vote

Agenda Item – President's Report:

Gayle Voyles reported that there have been several instances of residents damaging our property. The pool gate and the mail room door were damaged. Gayle Voyles asked residents to report any damages they see or anyone damaging the property to Michelle so that the management company can address.

Gayle Voyles introduced the new 2014 Board of Directors:

- Gayle Voyles – President
- Jennifer Breece – Vice President
- Karie Younger – Treasurer

- Duffy Cunningham Tate – Secretary
- Jennifer Nearing – Member at Large (co-secretary)

Agenda Item – Approval of Meeting Minutes:

Gayle Voyles asked the Board to put a motion forward to approve the meeting minutes for November 11th, 2013, November 18th, 2013 and November 26th, 2013

Motion/Vote

Name

Motion to approve the meeting minutes for November 11th, 18th and 26th

Jennifer Breece

Motion seconded

Karie Younger

Vote

3-0

Motion passes with 3-0 vote

Karie Younger did not vote due to being absent

Agenda Item – Treasurer’s Report provided by Jim Tiehen:

Tim Rellihan reported that tentatively we ended the year with a net operating fund of \$38,840.00. Jennifer Breece asked if the surplus was impacted by not performing the siding replacement on the scheduled buildings. Tim Rellihan stated that yes some of the surplus was due to not replacing the siding.

Tim Rellihan provided a summary of the Epic contract renewals that were passed by the Board via email vote. It was noted that Jennifer Breece and Karie Younger voted not to renew the Epic Snow contract and that Jennifer Breece also voted not to renew the Epic Lawn contract. Gayle Voyles stated that Epic would be monitored and if needed, the Board would re-evaluate.

Agenda Item – Tiehen Management Report provided by Michelle Swartz:

Michelle Swartz reported the following:

- Currently there are 5 residents with liens on their property due to a high level of non-payment of dues.
- Michelle has been working on setting up payment arrangements for other delinquencies.

Gayle Voyles thanks Tiehen and Michelle for their work on the delinquencies and that they have improved significantly.

Carport Update:

Tim Rellihan reported to the Board that the engineers report stated that we would not need to demolish and rebuild the current carports. Tim Rellihan reported that the engineer stated that additional bracing is needed but that we do not need to replace the roofs on the carports as the additional bracing will be able to handle the load. Tim Rellihan reported that if we do not perform the additional bracing that the association will be liable for any further damages or issues.

Mark Gadzinski (resident) stated that if someone got hurt and since the Board is aware of the issue it would be a huge liability issue if we do not re-brace the carports.

Tim Rellihan report that the collapsed carport would take 60-90 days for the rebuild to be completed.

Tim Rellihan reported that the insurance company is reviewing the costs/bids for rebuilding the carport that collapsed. Currently we are waiting on the insurance company to decide on the company and approve the bid so that work can begin.

Tim Rellihan requested that a motion be made to hire Ron Mathers Construction to reinforce the existing carports for a total costs of \$3,200.30.

Motion/Vote

Name

Motion to approve to hire Ron Mathers Construction to reinforce carports for \$3,200.30

Jennifer Breece

Motion seconded

Duffy Tate

Vote

3-0

Motion passes with 3-0 vote

Karie Younger did not vote due to being absent

Tim Rellihan provided the Board with 2 bids for the Bank Loan for the roofing project.

- Country Club Bank – 7 yr fixed
- Cornerstone Bank – 7 yr fixed

Tim Rellihan reported that Tiehen is recommending we go with Country Club Bank for our loan vendor.

Jennifer Breece requested that a detail be removed from the Terms and Conditions for the loan. The term needing removal is:

- Within the terms it is stated that Country Club Bank has the power to grant or veto the Board decision to remove a management company and they have the grant/veto right to make the decision on who will be the replacement.

Tim Rellihan requested that the Board put a motion forward to approve Country Club Bank for our loan lender.

Motion/Vote

Name

Motion to approve Country Club Bank as our loan lender for the roofing project

Duffy Tate

Motion seconded

Jennifer Nearing

Vote

3-0

Motion passes with 3-0 vote

Karie Younger did not vote due to being absent

Michelle presented the Board with the Maintenance and Phone Log report.

Board reviewed the monthly Maintenance and Phone Log.

The did not have any questions at that time.

Agenda Item – Committee Reports:

ARC – No new business

Landscaping – No new business

Social – No new business

Nominating – Darline reported that now we have 100% coverage for all buildings in terms of building captains.

Covenants – Linda South outlined the procedure for this year's election.

Agenda Item – Old Business:

Nothing to report.

Agenda Item – New Business:

Michelle Swartz detailed the vendor/contractor check in process that has been implemented. If any resident is having work done on their unit they need to inform Michelle of who and when so that she is aware of who is on property.

Resident Open Forum:

Resident (name unknown) asked what the role of the building captains was. Sinclairs (Bld 29) reported that they have hosted meetings at their home, sent out emails and left notes on the doors of units they are responsible for.

Meeting adjourned at 7:50pm