

Arbor Hills Condominium Association

Board of Directors Meeting: Minutes

Board Members:		Present	Absent
President:	Dennis Stom	X	
Vice President:	David Wang		X
Treasurer:	Steve Haddrill	X	
Secretary:	Thomas Edwards	X,	
Member at Large	Sherri Fountain	X	
Management Rep:	Alex Stankiewicz	X	

Date: February 7, 2019 at 7:00 p.m. 3138 Kilburn

- I. Call to Order and Roll Call
- II. Approval of Minutes
 - a. January 3, 2019: approved
- III. Reports
 - a. Financial Statement, January 2019
 - b. Items to clarify or investigate
 - i. Electric bill for 2 months, \$1141.37: seems way too high.
 - ii. Transfers from operating to reserve fund not listed yet.
 - iii. List of accounts of the reserve funds: inconsistent information provided for the various bank accounts: edit the report to show the Bank, last 4 digits of the account number, type of account, maturity date and yield.
 - c. Residents in arrears: review and clarification the list: see below for actions taken
 - d. Policy proposed to require residents who have receipts for expenses for Association projects to submit them within 60 days.
- IV. Pending Business
 - a. LED Street Lamp replacement; approval of reimbursement for the purchase of new batteries, new controllers, and fuses.
 - b. Vacant House
 - i. New notice posted: this is from a security company called Safeguard Properties most likely sent by Ditech Financial the mortgage holder.
 - ii. Approval of letter to the law firm Schneiderman and Sherman, language will be added to the draft concerning the amount of dues owed, and then sent to the attorney. The attorney draft will then reviewed by the Board before being mailed to Schneiderman and Sherman, (the foreclosure law firm)

a.

V. New Business

- a. Leaning tree near 3472 Ashburnam: labeled as No. 2, has cargo straps holding it up and is in the common area.
 - i. Review the list of trees that were supposed to be removed in 2017, to see if the contractor was responsible for this one. Ask them when they will come and remove their equipment, (the cargo straps)
 - ii. The management company will look at vendors to remove the tree.
- b. Car on Cromwell Road: left on the street during the snowstorm. It is up to Budd's, our snow removal contractor to decide whether the offending car is a hazard and needs to be towed.
- c. Waste Containers, not out of site: warning letter to be sent to the offending party, who had the waste carts on their porch.
- d. A new streetlight is out on Dunwoodie: (no. 33). This is in Phase 3, which already has 3 of 9 54W LED lights replacing the HPS bulbs. Options discussed as follows:
 - i. The current policy is to wait until a total of 3 lights are out before replacing due to the cost of bringing in a lift truck..
 - ii. Consider the cost of replacing the remaining 6 HPS bulbs in phase 3, to get the savings on our electric bill.
 - iii. Ask our vendor (Vedder Electric) about brighter fixture/bulb options.
- e. Modification requests:
 - i. The association form is out of date: Casa Bella has a universal form, which has been legally vetted.
 - ii. 1st request was for 2 new windows with Wall side being the vendor. Windows were to the side and rear, so muntions were not an issue: approved
 - iii. 2nd request was to change the color of a front door from white to a deep purple, color sample provided; Color change is consistent with other doors: approved.

VI. Schedule next meetings

- a. March 14, open meeting
 - i. Our manager will reserve the media room at Clague if available.
 - ii. (Clague was not available, so the meeting was moved to Logan Elementary, which is next door.)
- b. Schedule April meeting: closed meeting set for Tuesday, April 16 at 7:00 tentatively at 3353 Cromwell Road.

