

GREENFIELD MASTER ASSOCIATION

A NON-PROFIT CORPORATION

BOARD OF DIRECTOR'S MEETING

Monday, January 14, 2013 - 5 PM

MINUTES

A. Call to Order at 5:02 PM.

Board Members Present: Mike Hamrick, Shannon Holtman, Rich Valentino and Jed Brown.
Board Members Absent: Bob Frazier.
Also Present: Taylor Roberts, YMCA; Eric Plouffe, JBK and Chris Ricketts, CMCA®, Association Manager.

B. Committee Reports

1. Landscape - Eric Plouffe, JBK Landscape

- a. Ice and snow is removed at 2" automatically by JBK for the Association paths and parking lot. (Owners are responsible for the sidewalk in front of their house.) The parking lot at the clubhouse is done when there is a rental and snow is at 2". The Clubhouse Manager provides the rental dates to JBK. The sloped walkway from the Clubhouse to the street was cleared and ice melt applied.
- b. The removal of rocks from Piney Creek will be scheduled when the weather is warm enough to have the crew in the creek.

2. Pool

- a. The YMCA will evaluate setting a flat rate for extra lifeguard service for resident pool parties and resident rentals of the Clubhouse that include use of the pool for the February meeting.

3. Clubhouse

- a. The bottom of the water heater under the kitchen sink rusted out and was replaced.
- b. There were 6 rentals in December 2012, 1 reservation for January 2013 and 1 reservation for February 2013.

4. Design Review Committee

- a. No applications for 2013 received to date.
- b. All 2012 Applications have been reviewed, a decision made and a letter sent to the applicants.

5. Social Committee

The Committee is setting up the Calendar of Events for 2013. The dates will be available on the Association's website (www.greenfieldhoa.com).

6. LMD

No changes to report.

7. CENCON

No changes to report.

C. Minutes

Mike Hamrick moved to approve the Minutes of December 10, 2012. Jed Brown second. The motion carried.

D. Financial Report

1. The Board wants to move line item 1155 (Pool Reserve Fund) into 1115 (Reserve Fund) and close the separate Pool Assessment account. Manager will give the instructions to the accountant. Mike Hamrick moved, Jeb Brown seconded. The motion carried.
2. The Board would like clarification on line items 1760 & 1795.
3. The Board would like clarification on line items 9010 and 9011.
4. 2011 & 2012 Audit and Tax Preparation Letters of Agreement signed.

E. Unfinished Business

1. Design Standards Manual Review/Update. Two Board Members have completed about 50-75% of the initial review.
2. Access Control & Video Surveillance
 - a. Surveillance Cameras - This was budgeted for 2013. Proposals will be obtained for Board Review.
 - b. Manager will obtain pricing for an alarm on the pool emergency exit gate.
3. Winter 2012 Gazette - still in the draft stage.
4. Reserve Study proposals were received from 3 companies. There is a spread in cost from \$1,600 to \$3,600. Manager will contact low bidder to find out why the bid is half or less.
5. Clubhouse Access Card reader proposal is put over to the next meeting.
6. YMCA Contract received and copies to Board members. This will be reviewed and placed on the agenda for either February or March 2013.
7. Holiday lights were put over to the February meeting.
8. Trash Removal Service

The current company raises their pick up service price each August. The contract is for 3 years with an automatic renewal unless a certified letter is sent between 180 days and 90 days prior to renewal. Bids from other 5 haulers were obtained. The board will call for references. The manager will obtain additional information, such as special pick-up pricing, pick up day, contract term/cancellation, annual increase limits and ask for a sample contract.

9. Parking Lot Asphalt Replacement

The bid for replacement is \$78,000. The manager will contact the asphalt company for a bid to cut out the cracked area, compact the soils and patch with asphalt. The goal is to prevent water intrusion, keep the parking lot functional and have more time to save for a complete replacement.

F. New Business

1. Repaint Clubhouse Exterior and Gazebos

Several bids for repainting the Clubhouse and Gazebos were reviewed. The board asked the manager to seek a bid from a specific vendor. Painting was put over to the February meeting.

2. Clubhouse Interior Lighting

The Association's electrician replaced the non-functioning exit sign, installed new batteries in "frog-lights" and provided an estimate to replace interior lighting with more efficient and longer lasting bulbs. The electrician installed a halogen flood and a LED flood for comparison. This item was put over to the February meeting.

G. Adjournment

The meeting was adjourned at 7:12 PM.

Approved: February 11, 2013