

DRAFT
HILLCREST VILLAGE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
DECEMBER 3, 2007

The meeting was called to order at 6:30 p.m. by Board President, Donna Franz. Board members present were Donna Franz, Val Lawton, Doug Graves, Stan Gardenswartz, and Dave Ruby. Association members present were Patricia Applebaum, Sally Gardenswartz, Marian Miklin, Betty Perry, Florence Radetsky, Gerry Miller, Linda Hoffman, Pat Scherer, Mike Scherer, Joseph Albert, Mindy Humphrey, Wendy Ruby, Devon Bowes, Doris Craigmile, and Leonard Silverman. Sitting in for Olga and Luigi Capraro were Dr. and Mrs. Philippe Capraro.

President Franz introduced our new property manager, Tracy McGee, from WestStar Management and thanked the Bowes and Mike Scherer for serving on the selection committee. Tracy spoke for a few minutes about WestStar, her duties, and the transition period. WestStar will take over as our management company effective January 1, 2008. Coupon books will be mailed in advance to members for payment of dues. Those who have automatic withdrawal may still use that service. For those who would like that service, arrangements may be made for automatic debit to member's bank accounts.

Minutes of the June 23, 2007 Board Meeting were read and approved.

FINANCE-Donna called for reading of the Treasurer's Report. Doug graves gave the report as of November, commenting that we are right on target with our budget, and that the reserve fund is a little over \$60,000. The proposed budget for 2008 will be discussed later in the meeting. Sharon Joseph was thanked for serving on the budget committee.

ARCHITECTURAL REVIEW COMMITTEE-No Report

PRESIDENT'S REPORT-Donna reported on the following:

- Sun film has been put on the windows in the community room;
- The dryer vents in the entire building have been cleaned;
- The gutter extension on the north east side of the building has been completed;
- The new management company contract has been signed;
- A new snow removal contract has been signed. These people will also give a bid on power washing the garage;
- The updated rules and regulations have been approved by our attorney and mailed to all Unit Owners;
- The Landon parking issue in the garage has been resolved;
- We have signed an agreement with Keeson to re-grade an area just to the south of the West side front door, where we believe water has been leaking into the garage due to erosion. Keeson will also check for any leaks in the drain in that area. They will also begin removing the pavers December 12, weather permitting;
- Accountant Agreement was signed
- The Wassenaar report on the decks and the addendum has been reviewed.

UNFINISHED BUSINESS-Dave Ruby reported that the code system in the elevator appears to be at maximum capacity. He is getting bids on an expanded system. The question was raised by Donna that if we are at capacity and cannot add more capacity to the existing system, can we just change the system to require a code coming up from the garage instead of down to the garage? Dave will look into this. Homeowners will be advised when and if this change will happen.

The new spring for the broken garage door is installed and a spare has been ordered and will be stored in the electrical room.

Donna gave a report regarding our deck structural issues as follows: September 20th Donna called Dick Landon and told him we had discovered two original sales contracts between Holly Partners and Unit Owners containing a written Structural Warranty for the “entire subdivision” and we wanted to know how to file a claim. He said he would need to look them over. Donna gave him copies. On October 18, Donna called Dick again and asked where we stood on the warranty. Dick Landon stated that those issues would have to be resolved in court. Donna notified our attorney and she has filed a formal claim. Since then, Dick has put his insurance company on notice. We believe the engineer and architect involved have put their companies on notice as well. Should we have to pursue this legally, it would most likely involve arbitration and possibly a breach of contract against Landon.

All parties have been trying to work together at this point to come up with a solution for repair of the decks. No one has come forward in terms of paying for the repairs. It appears everyone is waiting until viable solutions are presented and costed out. Naturally, our goal is to avoid an assessment. However, as soon as we agree on a plan, we must move forward on the repairs. We have paid out some initial expenses for environmental testing of the decks, but these expenses should be repaid to us if we get favorable action on the warranty. Our attorneys interpret the wording of “entire subdivision” to mean the entire building. The supposed “structural defect” has been confirmed by three separate engineers, one hired by Landon, one sent by our insurance company, and one forensic engineer.

According to the Wassenaar report and the reports of the engineering companies, several different factors have contributed to the defect of the beams: paralam beams versus dimensional beams being used; the beams appear to have **not** been treated, flashing not specified was used and without a drip edge; holes in the flashing allowing water to sit on the wood beams; and paint which was specified holding the moisture in the beams. We have been told that there is no deflection from the building where the decks meet the brick. Wassenaar has recommended that one of the decks should have light traffic, and one should have no traffic at all. The Unit Owners have been advised.

The board believes that we have had good advice from several sources; the parties have been meeting on a regular basis to try to resolve these issues, and that a proposed solution should be forthcoming shortly. Our redesign of paint and exterior beautification will be put off until we have a solution to the deck problem.

Donna received a phone call from Sally in Dick Landon's office regarding the possibility of Hillcrest allowing them to place signs on our property adjacent to the retail parking spaces stating "Retail Parking Only." The Board has voted no on this and Donna will let Sally know. Donna reminded everyone that residents and their guests should not park in these spots and they may be ticketed or towed in the future. It also may put us in jeopardy of losing the 4 guests spots we currently have.

Devon Bowes mentioned that she has received the crime reports of the Cramner-Hilltop Civic Association. Car and home break-ins are rising, and residents are requested to be aware of this issue. Remember you can click your garage door button immediately upon pulling in to the garage and the door will close right away instead of 30 seconds later.

Full building entrance and elevator codes will be changed in February. Residents will be advised prior to the day.

Three Doctors Certification Letters requesting pavers to be left down in front of three first floor residences because of physical disabilities of the Unit Owners were received. The Units involved are Unit 109, Unit 111, and Unit 103. The board approved these requests. The next step will be for each of the aforementioned Unit Owners to sign a waiver of liability holding the association harmless for any injury. The waivers will be sent to them by the Association attorney and must be signed and returned to her. When these Owners no longer reside in these Units, they must make arrangements with the Association to have the pavers removed at the current Unit Owner's expense. Unit owner 112 said she will also be requesting a waiver of our covenants and submitting a Doctors Certification Letter to the Board for review and approval.

2008 BUDGET-The proposed budget for 2008 was presented by Treasurer, Doug Graves, a copy of which is on file with the Secretary. Our growing reserve fund over the past year is producing higher interest income and lower insurance premiums are two major factors in a projected higher income for 2008. The Board has also been able to lower expenses by introducing an improved contractor bidding process as well as instituting additional energy conservation and savings. Therefore, there will be no increase in dues in 2008. The plan continues to budget \$13,000 for the reserve and \$3,607 will be budgeted to the emergency contingency fund. It was moved and seconded that the proposed budget be accepted.

The question was asked whether there will be an assessment to cover the cost of deck repair. Donna said that at this point we simply don't know, and any discussion on that subject would be strictly speculative at this point.

An open forum was conducted. A few questions were asked from the floor and answered by the board. The meeting was adjourned at approximately 8:15 P.M.

Respectfully submitted,
Valerie Lawton, Secretary