

Hillcrest Village Homeowners Association, Inc.

A NON-PROFIT CORPORATION

Board of Directors Meeting

MINUTES

August 27, 2014

CALL TO ORDER

Board President Dave Ruby called the meeting to order at 6:00 pm. Dave welcomed new residents Veronica Harris, Unit 101, Marc and Judy Mandell, Unit 211, and Mary Alter, Unit 308.

The following board members were present: Dave Ruby, President; Gail Grewe, Vice President; Don Ellis, Secretary; Lou McDowell, Treasurer; and Shirley Krywonis, member at large. A quorum was established. .

Also present: Veronica Harris, Unit 101; Wendy Ruby, Unit 104; Bonnie Porter, Unit 107; Margaret Levitt, Unit 110; Marian Miklin, Unit 205; Olga Capraro, Unit 206; Judy and Marc Mandell, Unit 211; Artis Silverman, Unit 212, Mike Scherer, Unit 302; Sally Gardenswartz, Unit 304; Mary Alter, Unit 308; and Chris Ricketts, CMCA, Building Manager.

HOMEOWNERS' FORUM

Wendy Ruby reported a recent 911 call to which the fire department responded but was unable to enter the building due to improper entry of the knox box code on the East side of the building. The problem has occurred on other occasions, despite the fire department having been informed multiple times in writing of the proper code to use. Chris will follow up once again.

APPROVAL OF PREVIOUS MEETING MINUTES

None

TREASURER'S REPORT

Lou McDowell noted that we are on track to meet our 2014 operating budget, with no unusual or unexpected variances to report. As planned, we have added approximately \$10,000 to reserves through July 31. Lou noted that, due to recent unit sales, we have also re-amortized the construction loan to more closely match the monthly proceeds from special assessments that remain. The remaining construction loan balance at July 31 is approximately \$92,000.

Lou also requested a volunteer for the budget committee to assist with planning the 2015 budget. Any resident wishing to volunteer may contact Lou or any member of the Board.

UNFINISHED BUSINESS

1. Garage Door Entry Clean Up. Stucco coating of the garage entry is due to be completed shortly. A wet summer coupled with uncertain weather has delayed finish of the project. The finished coat is very sensitive to rain and must remain completely dry for 2 days after it is applied.
2. Garage Beeping. A malfunctioning smoke sensor located in the elevator pit is causing the beeping sound from the fire control room. The sensor will be replaced, which requires coordination between ISS, the contractor we use to maintain the equipment, and Otis elevator. Chris will follow up to schedule the repair.
3. HOA Insurance. The Board has dropped Traveler's Insurance in favor of Acuity Insurance Company for its future insurance coverage, which include property, liability, and directors' liability coverage. The change in carriers was due to the large difference in insurance premium required for hail coverage. The association saved approximately \$28,000 in annual premium, while obtaining better coverage by making the change.
4. Hallway Heating Issue. The contractor has been scheduled to inspect reported inconsistent heat in the hallways during the winter months. Subsequent to the meeting, inspection by the contractor was completed and the heat cycle was found to operate normally. Since the fan can continue to operate once thermostat temperature has been reached, it is possible that the blowing fan, with the absence of heat coming from the register, creates a transitory condition of blowing cold air even though the hallway is at thermostat temperature. If there are similar complaints this winter the problem will be re-visited.
5. Walkway Lights. At the annual meeting, a proposal to purchase exterior solar/battery powered walkway lights for the West side of the building was considered. The Board voted to install 3 lights on each side of the walkway this fall. Chris will follow up.

NEW BUSINESS

1. Carpet Cleaning. An estimate to clean the hallway carpets at a cost of \$950 was obtained. A motion to proceed with the carpet cleaning was made and seconded. Cleaning has been scheduled for September 16.
2. Painting Balcony Rails. Some residents have noted flaking and staining of the iron rails on their balconies. Several estimates of painting were obtained, the lowest of which was approximately \$10,000. Another estimate will be obtained. Touch-up painting will also be considered.
3. Rose Bush Pruning. Pruning work has been completed, though seemingly later than usual. Since the bushes have matured, two prunings per year might not be sufficient to maintain the appearance of the roses. A suggestion to form a landscape committee was made in order to stay on top of landscape issues, which are an important part of building appearance. Veronica Harris and Shirley Krywonis have volunteered.
4. Fire Equipment and Backflow testing. Fire extinguisher testing has been completed. Backflow testing, which prevents wastewater from contaminating the potable water supply, will be completed by October 1. Both are required annually.

5. Completed Unit Sales. Dave noted that there have been 6 unit sales to date in 2014 vs. 3 in 2013. The sales have been responsible for the large reduction in the construction loan balance.

ADDITONAL ITEMS

1. Building Access Codes. New building access codes will be implemented as of September 23. A letter outlining the new codes has been mailed to all homeowners. Those who have the garage code programmed in their cars will not be affected by the change.
2. Roof Inspection. The Board is considering a roof inspection to ensure that the remaining roof life is consistent with that assumed in the reserve study. The new insurance carrier will also likely wish to inspect the roof. It was suggested that the insurance carrier finish its own inspection before proceeding.
3. Owners' Directory. Chris reported that a statutory proposal to permit publication of homeowner phone numbers is being considered by the state legislature. At the current time, only homeowner name, unit number and mailing address are permitted to be published without owner consent. Chris also noted that new residents should complete the personal data form if they wish to have their e mail address and/or telephone number displayed in the building directory.

EXECUTIVE SESSION

The Board advised attendees that it would hold a brief executive session at the end of the meeting to discuss renewal of the Weststar management contract. Delinquencies and the construction loan are also to be discussed.

The meeting was adjourned at 7:30 pm.

Respectfully submitted,

Don Ellis
Secretary
Electronically Signed

Approved: September 9, 2014