

Versailles HOA

Meeting Minutes for Wednesday, May 2, 2012
@ Versailles Main Entry 7:00pm

Type of Meeting: Board Meeting

Meeting Facilitator: Mike McKisson

Board Attendees: Mike McKisson (President), Megan Meermans, Jeremy Parnacher (Secretary), Diane Encinias, Rick Boehm, Jill Kaufman

Other Attendees: Jeffrey Mathias, Adam Hayworth, John Napoliti

- I. **Call to Order** – Meeting was called to order at 7:07pm by Mike McKisson. Quorum is met.
- II. **Approval of Agenda** - Yes the agenda has been approved.
- III. **Officer Comments**
 - a. President
 - i. Building Manager Update
 - 1. Working on gameplan for knowledge management – for building managers to have going forward.
 - 2. Jeffrey is providing the information and Adam is organizing it. Adam is fielding calls and email from residents first -> Jeffrey is the backup.
 - ii. Cox Easement
 - 1. Initial contact says we will incur a cost \$700 for Comcast in order to come in and work in the building. Mike pushed back -> account manager contacted Mike saying the building will receive \$3000 for approving this contract.
 - 2. Hesitant about approving this contract – some units might not be “cable ready”. This could possibly cost the building money.
 - 3. Mike will be reaching out to other HOAs to see if they have something similar in place.
 - b. Secretary
 - i. Website
 - ii. Not updating ByLaws
- IV. **Financial Report given by John N.**
 - a. ACH – 22 out of 58 have been received. Two residents refused.
 - i. Send out a reminder for the residents who have not sent in ACH info.
 - b. Insurance Company will not be renewing the policy. The policy expires June 1st.
 - i. Possible due to the claim from February 2011
 - ii. Also - individual unit concern could be a reason
 - iii. Could see an unforeseen increase in the coverage
 - iv. Revisit the deductible (current deductible \$10,000)
 - c. Financial Updates
 - i. Unit 301 – Foreclosed did collect \$12K from the unit. We lost legal fees, monies that were not involved in the super lean.
 - ii. Unit 205 – Leans are being pursued against this unit.

- iii. Unit 1002 – Unsure of what happened. City Mortgage foreclosed on the property in February. We could not put a super-lean on the property b/c owner was current on dues. City Mortgage took over the property 4/26.
- iv. Unit 504 – Collecting \$1000. This property could quite possibly go under foreclosure. Considering a super-lean against the property.
- v. Unit 210 – Awaiting on owner to go forward with this unit. Looking at \$6800 in cost.
- vi. Unit 502 – Looking to sell the unit. Willing to walk away from the unit if it doesn't sell.
- vii. \$4500 went into reserves for the statement period.
- viii. Files are still in transition. The transition period has taken longer than the projected two week goal.

V. **Building Manager Report**

- a. Adam will be shopping for other waste companies.
- b. Pipe in the drop ceiling needs to be replaced – part of the HVAC system. This will be replaced (\$2200); Evans Redman will be performing the work.
- c. Emergency light has been replaced (Adam's checklist)
- d. Junction box is secured (Adam's checklist)
- e. Adam will schedule with Evans Redman in regards to switching from heat to cool.

VI. **Unfinished**

- a. Dog Dispenser will be removed by Adam (completed)
- b. Unused Signage Pole will be followed up with by Adam
- c. Snow Shovel and IceMelt - pushing this back
- d. Allan has not provided any of the contract (Trautman) info regarding the Cooling Tower project. Mike will reach out to Allan to follow up on this.
- e. Long Term Budget Planning - Growing reserves
- f. Power wash parking garage - Adam and Jeffrey will discuss this
- g. Roof Maintenance - This is "functionally" done – there is a bid out for this
- h. Window Washing - Summit can clean the windows. Do this in the Spring and in the Fall. Adam will ask cleaning company (Summit)

VII. **New Business**

- a. New-Move-In greeting letter
- b. Jeremy made a motion "Going forward – meeting minutes will be approved a week after they have been submitted to the board unless they are contested by Board Members." Motion passed unanimously.

VIII. **Next Meeting** – target date for the next HOA meeting is set at 7:00pm on Wednesday, July 11th, 2012.

IX. **Adjournment** – Meeting was adjourned at 08:14pm by Mike McKisson.

Minutes submitted by: Jeremy Parnacher

Minutes approved by: Mike McKisson (President), Megan Meermans, Diane Encinias, Rick Boehm, Jill Kaufman