

Montgomery Meadows Board of Directors Meeting  
Monday, March 10, 2008 at 7:00 p.m.

Minutes

- I. Call to Order: John Britton called the meeting to order at 7:02 p.m.
- II. Attendance: Board members in attendance were John Britton, Thelma Bikulcius, Julie Harland, Debbie Wallace, Russ Uckotter and Moe Trabout.  
  
Jack Dodd was absent with notice.  
  
Marj Grandeury attended from Nu-Vision Property Management.
- III. Approval of Minutes: The reading of the February 11, 2008 Board of Directors meeting was waived. Julie Harland moved that the minutes be approved as written. John Britton seconded the motion. The motion passed by unanimous vote.
- IV. Committee Reports: There were no committee reports.
- V. Management Report/ Financial Report: Management announced that Montgomery Meadows ended the month of February with \$9,135.00 in income. This was \$30.00 under budget. The total month's direct expenses were \$5,248.64. Total Administrative Expenses for the month of February were \$145.90 and combined with the Reserve funding all expenses totaled \$6,655.54. The month's budget projections for expenses were \$8,000.00.  
  
Line items noticeably over budget were Building Maintenance, and Insurance. This was due to prior year invoices that carried over into 2008.  
  
The Reserves were fully funded in February. The current balance in the Reserves as of February 29, 2008 was \$66,270.40.  
  
There is currently one unit on the delinquency list. A lien has been filed on Unit 202. They currently owe \$1,950.00 in past due association, late and legal fees.
- VI. Old Business:
  - A. 2008 Asphalt and Concrete Curb Bids – The Board reviewed the bids provided by management for re-surfacing the area within the 100/200/300 loop. Southern Ohio Sealcoating purposed to complete all the work at a cost of \$12,800.00. Blue Chip Pavement submitted a bid totaling \$17,040.00 and Pinnacle Paving & Sealing proposed to complete the work at a cost of \$13,246.00. After some discussion regarding the work completed last year by Southern Ohio Sealcoating, Russ Uckotter moved that the Southern Ohio's bid be accepted. Moe Trabout seconded the motion. The motion passed by unanimous vote.
  - B. 2008 Painting Bids – Management discussed the revised bid from CertaPro painting to include the use of Sherwin Williams Duration paint. The cost to paint the buildings and

garages by CertaPro now totals \$10,513.00. Board members agreed that this was still well under the McClellan & Sons painting bid of \$16,300.00 using the same paint. It was agreed by all that CertaPro is a good company. In addition they felt comfortable using a company with that size and reputation. That being said, Julie Harland moved that the CertaPro bid be approved as submitted. Debbie Wallace seconded the motion. The motion passed by unanimous vote.

- C. Garage Door Installation – Management announced that the five garage doors were successfully installed on March 4, 2008. A down payment of \$650.00 was made on the order date of February 15, 2008. Payment of the balance (\$1,800.00) will be paid from an invoice from the Reserves.
- D. Installation of Guards: Management received two bids to install “Leaf Relief” gutter guards on buildings 300 and 700 and the 1300 five car garage. Ameridian Specialty Services submitted a total bid to install the “Leaf Relief” guards at a cost of \$4,526.00. Deer Park Roofing submitted the same bid with the same “Leaf Relief” specifications at a cost of \$3,750.00. Board members reviewed the pamphlet management received from Deer Park Roofing. It was pointed out by the Board members that several different kinds of gutter guards have been installed throughout the community with little success. Moe Trabout suggested that the community try a bottle brush style that traps leaves in the brush and can be easily taken in and out of the gutters for cleaning. Russ Uckotter suggested a contractor he is familiar with who uses a new type of guard that is quite successful. Management agreed to look into both ideas and sources.
- E. Installation of Hand Railing: Management discussed the need to leave the hand railings on the Agenda until a walk through is scheduled. John Britton suggested that the Board and management do a walk through just prior to the April 14<sup>th</sup>, 2008. Everyone agreed to meet at 6:30 p.m. in front of Moe’s house to begin the walk through.
- F. Status of Correspondence with Susan Thomas – John Britton announced that he met with Susan Thomas and had a long discussion with her regarding the financial status of the community. Ms. Thomas was concerned as her unit is an important investment to her and she wanted to know how her fees are spent. John felt that this was not an unreasonable request and suggested that the management company make a report to the community on a scheduled basis outlining what expenditures have taken place throughout the year.
- G. Installation of a drainage basin by unit 1103 Shakerdale: Management has contacted Northern Plumbing and Casson Plumbing to request a bid on drainage correction at 1102/1103 Shakerdale. Russ Uckotter asked that Matt Shayler be included in the bidding process. Bids will be included in the April management report.
- H. Shut off Valves: Julie Harland pointed out that the community needs a list of the units containing the shut off valves in each building in the event of a plumbing emergency. Moe Trabout pointed out that there are probably exterior shut offs that correlate to the interior shut offs. He said that he has one by the back of his unit that lines up with the interior valve. After discussion, management noted that there are shut offs inside 103, 805, 1003 and 1306. It was agreed to try and put together a list of the shut offs as soon as possible.
- I. Door Hinge Problem on the 100 Mailbox: Moe Trabout announced that the hinge on the door by the 100 mailboxes appears to be loose and suggested that this is why the door doesn’t shut properly. Management agreed to send a work order to the maintenance company to have it repaired.

VII. New Business:

A. Landscaping Bid for 2008: Management presented a landscaping bid submitted by Thornton's Landscape for the 2008 season. Thornton's proposes to install mulch at a cost of \$3,350.00 throughout the community. In addition, they propose to perform complete landscape maintenance throughout the community for the 2008 season at a cost of \$22,900.00, taxes included. Total cost of maintenance and mulch is \$26,250.00. Board members agreed that they needed to make a change in landscapers as they have had a number of problems with the current landscaping company. Russ Uckotter pointed out that two leaf removals would not be enough. He asked that management contact Thornton's to see if a third leaf removal could be included with the existing proposal estimate. He also asked if this could be bid with a two year contract rather than a one year contract. Management assured the Board that Thornton's would probably welcome having a two year contract as opposed to a one year contract. The third item discussed was mulching and what areas it entailed. The community currently has a policy that the owners mulch at their units four feet out from the building. Moe and Russ felt it would look more attractive if the landscaper mulched the common areas as well as the fronts of each unit. Julie Harland and Debbie Wallace both felt that the owners would like the associations' landscaper to do the front mulching. John Britton felt that the owners should have their choice on mulching their units. Management will contact Thornton's to find out how the bid was determined and whether it included the front four feet of the units or not. Russ Uckotter then moved that the landscaping bid be accepted with the understanding that it would be a two year contract with three leaf removals and added that clarification on the areas bid for mulching needed to be addressed. Julie Harland seconded the motion. The motion passed by unanimous vote.

VIII. Next Meeting Date: The next meeting of the Board is scheduled for April 14, 2008 at 6:30 p.m.

IX. Adjournment: