



SPINNAKER REACH CONDOMINIUM ASSOCIATION
Board of Director's Monthly Meeting, June 19th, 2018

Board Members Present: Barbara Curry, Jim Deeter, Linda Capriotti, Leslee Wilson, Diane Gleason, Donna Ringwald and Dave Scott.

Board Members Absent: None

Windermere Management: Brandye Hubbs

Barbara Curry called the meeting to order at 7:00 PM and introduced Donna Ringwald who has volunteered to serve on the Board as a replacement for Melanie Moore

Approval of Previous Minutes:

The May 2018 minutes were reviewed and approved by the Board. **Refer to Resolutions and Outcomes, Item 1.**

Treasurer's Report- Brandye:

As of 5/31/2018, the account balances are as follow:

- Checking \$39,766.63
- Special Projects \$12,716.71
- Long Term Reserve (Heritage) \$325,256.84
- Long Term Reserve (Banner) \$250,000.00
- Laundry Savings \$5,508.88
- Insurance Savings \$11,307.92
- Maintenance Savings \$1,955.98
- **Total Cash Assets \$646,512.96**

Brandye again reminded us that the new Banner Bank account has \$250,000 in it. The first interest payment will put us over the FDIC limit. We need another account in a different bank to protect ourselves. We also need to start another account to drop the balance in the Banner accounts to below \$250,000

Property Management Report-Brandye:

- Estimates presented from Slate Creek Services and WOF to install metal transition strips on walkway seams where there is a potential trip hazard. WOF will do the work for \$785 + tax, Slate creek gave a verbal estimate of \$1,000 - \$2,000.
- Accurate Locks can replace the coin boxes on the 3 damaged washing machines for \$70 each plus \$150 - \$200 for installation.

- All Health Department requirements have been met, the pool is now open for the summer.
- Bids have been received for the temporary repairs to the stairwell support beams. WOF will do the work for \$3,500, Credo will do it for \$1,277. No other contractors responded.
- J2 is drafting the contract for Hytech Roofing to replace the roof. The anticipated start of this project is May 2019.
- Only one bid was received on the project to make repairs to the deck on unit 409. Wood Solutions will do the work for \$25,216. The association is not in a position to accept this bid at this time.
- Deck repairs on unit 106 have been completed.

Construction Committee-Dave:

The committee has not met. We are awaiting the design from J2. Donna and Barbara have asked to be part of the Construction Committee.

Landscape Report-Barbara:

- Corion needs to be reminded to keep mulch and plants at least 6" away from the siding.
- Corion has been pruning shrubs
- Linda Capriotti volunteered to serve on the Landscape Committee

Old Business

Pool Maintenance

- Daily pool testing has been done by a number of owner volunteers.

Washing Machines

- Donna Ringwald investigated the modernization of our washers and dryers.
 - It is \$589/washing machine plus installation for a fast card reader that accepts coins and cards.
 - It is \$489/washing machine plus installation for a fast card reader that accepts only cards.
 - The dryers are too old to be retrofitted with card readers.
 - Bank fees? Connectivity requirements? Unknown at this time. More answers are needed.
- **Refer to Resolutions and Outcomes, Item 2.**

High Risk Inspections

- Windermere will charge \$10 - \$12/door to inspect units for water heater age, smoke detectors, etc. **Refer to Resolutions and Outcomes, Item 3.**

Transition Strips

- Refer to Resolutions and Outcomes, Item 4.

New Business

Temporary Stairway repairs

- Refer to Resolutions and Outcomes, Item 5.

People Trespassing on Bank by the Bridge

- No Trespassing signs will be put up by Windermere.

Board Officers

- Donna was nominated and accepted the position of Vice Chairperson

Chimney on Unit #402

- Hytech Roofing will be called to remove chimney and patch roof.

Concerns of Residents

Question – The lock on the door to the mailroom doesn't operate correctly, can it be repaired or replaced?

Answer – Accurate Locks will be called in.

There was a general discussion on the legality of washing cars in our parking lot. Donna to send info to Board members.

Board went into Executive Session at 8:05 PM for the purpose of hearing an owner's request

- After returning from Executive Session at 8:27, the Board acted on a motion regarding an owner's request to be allowed to rent a unit due to hardship. **Refer to Resolutions and Outcomes, Item 6.**

Resolutions and Outcomes:

1. Motion made to approve the May 2018 minutes. **PASSED**
2. Motion made and approved to accept Accurate Locks quote to replace the coin boxes on the washing machines. **PASSED**

3. Motion made to have Windermere conduct a high risk inspection of all units with a 30 day compliance notification. Windermere to coordinate. **PASSED**
4. Motion made to accept the WOF bid to add transition strips on the walkways. **PASSED**
5. Motion made to accept the Credo bid to make temporary repairs to the stairwells. **PASSED**
6. Motion made to grant a hardship rental allowance to the owner of unit #101. **PASSED**

Meeting was adjourned at 8:33 PM

Date/Time of Next Meeting: July 25th, 2018; 7 PM.

Dave Scott, Secretary