

Heatherwood Condo Association  
Board of Director's meeting minutes  
March 18, 2019

**Board Members:** Luis Alarcon, Dave Patera, Deb Wilson, Alan Knaus, Terrie Fanelli

**Kramer-Triad:** Chris Hancock

**Co-owner:**

\*absent

- I. Call to order: 5:32 p.m.
- II. Approve Agenda
- III. Approval of Minutes:
  - a. Feb 18, 2019
    - i. Minutes will be sent via email for later vote.
- IV. Monthly Board votes
  - a. Motion by Deb to ratify the report, Luis seconded.
- V. Board and Committee reports
  - a. President (Luis): Lot of clean up going on for trash pickup, Terrie's going to write up reminder for website.
    - i. Chris said we can require cans. As of May 1 require trash cans with attached lid and 32 gallon or larger. Board approved policy change. Chris will watch policy change so it and go out within 2 weeks, Website will also be updated.
  - b. Vice President (Dave)
  - c. Secretary (Deb)
  - d. Treasure Report (Alan)
    - i. Got caught up on cash reservers, he'll be calling Raymond James to put things back into CDs.
  - e. Landscape Committee Report (Terrie)
    - i. Will try to get dates from Brandon about planned work.
- VI. Management Report:
  - a. Annual calendar
    - i. Not a lot going on currently. Spring Walk May 11 9 a.m. at cabana.
    - ii. Fob system going in April 1.
  - b. Sales Report:
    - i. Three sales, don't have figures for 3<sup>rd</sup> sale.
  - c. Financial Report
    - i. Under budget for the year so far.
  - d. Word orders:
    - i. Minor frozen pipes this year, not as bad as in the past.
  - e. Open major projects:
    - i. 2019 Balcony project
    - ii. 2019 Dry River Bed drainage project
    - iii. Cabana/pool security system project: to be installed in April. KT will follow up with vendor so new fobs can be sent out before pool opens in May.

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- iv. Bylaw Amendment project discussion
  - 1. Make the October the deadline. Oct. 21.
- f. Management improvements
  - i. Board seminar, hosted by Kevin Hirtzel, bylaw amendments.
  - ii. Town Sq training: online or in person.
- VII. New Business
  - a. CAI conference:
  - b. Back to nature Lawn Repairs (Terrie)
  - c. New exterior doors on interior hallway units. They recommend fiberglass doors. Board agreed going with fiberglass door instead of steel (which rusts).
  - d. Spring Walk: Board set date for 9 a.m. May 19. It will start at the cabana.
- VIII. Old Business
  - a. Government Documents Project:
    - i. Board approved 2<sup>nd</sup> draft of the amended documents. They would like to go out to vote with the 90-day deadline Oct. 21. KT to follow-up with Hirzel law to get new notices put together.
- IX. Adjournment: Motion to Deb, seconded Luis, 6:26 p.m.
- X. Next meeting:
  - a. April 15, 2019.