

Heritage Hunt Condominium I  
Board of Directors Meeting Minutes  
September 11, 2017  
Marsh Mansion  
13451 Fieldstone Way  
Gainesville, VA 20155

**Board Members Present:** Katie Magill, Bill Whyte, Tom Taggart  
**Management Present:** Terri Jenkins, Kimberly Barrett

**Homeowners Present:** Mike & Anne Moore (A111), Carol Noggle (A104), George & Nancy Field (B104), Jo Anne Maurer (A213), Nancy Johnson (A204), Jaye Free (B106), Pat Gesling (A201), Joseph & Paula Drozd (A308), Patty Alexiou (B101), Louise Vaneman (B105), Vera & Bill Heise (B108), Pat & Colette Moore (A109)

**Meeting called to order at 2.00 p.m. by Katie Magill.**

**Approval of July 11th Board Meeting Minutes:**

Tom Taggart moved to approve the July 11th Board Meeting Minutes, seconded by Bill Whyte and passed unanimously.

**Report of Officers:**

**President's Report-**

None.

**Vice President's Report-**

Emergency Evacuation Plan charts done awaiting more volunteers, need two per floor. Volunteers would be responsible to count residents in evacuated area and account for all. George volunteered for B bldg. first floor. Tom also stated he took pictures after the survey of the property lines and that the info will be stored in bldg. A safe.

**Treasurer's Report-**

Bill stated income statements were available and that the association is hitting the reserve account hard this year with the siding work to correct leaks. Building B dehumidifiers to be installed soon.

**Management Report:**

Dehumidistats to be installed in bldg. B soon, roof inspections to be done, elevator brass to be polished in October, elevator door issue with it getting stuck is being worked on with the cleaning company to keep the track clean. Please contact management to report any issues.

**Committee Reports:**

**Building Committee-Mike Moore-Items submitted for 2018 budget.**

**Budget and Finance Committee- Bill Whyte-Bill explained the financial hand out, will be presenting new budget at November meeting.**

**Covenants Committee-Nancy Johnston- no report as no DRA's.**

**Decorations & Social Committee-Pat Gesling- Pat promoted the party for the end of summer to be held on September 30<sup>th</sup> and encouraged inviting new residents.**

**Landscaping Committee-** Chris Townes- Pat Gesling read Chris' report due to her absence. The finalization of the 2017 projects is occurring, next 2 items are clean up of the garden areas around the garage entrances to be completed end of November or early December. Louise Vaneman had to resign from the committee and asked for a volunteer from Bldg. B. Thanks to Kim and Terri for all help. There is a new account manager. Thanks to the Board for all support. Question from Katie about the dead tree removal.

**Communications Committee-** Nancy Johnston- newsletter in the works, she stated she tries to do monthly but no newsletter last month. Stressed again important to get new residents involved and reaching out to them. Available to all residents to do emails to all. Katie reminded all to sign up with BCM also so that residents receive email blasts sent out by BCM.

**Redecorating Committee-** Anne Moore- Bldg. A spent all of the money budgeted except for \$17. Some artwork is being shipped for second and third floor lobbies. Gwen McCauley stated meeting on 16<sup>th</sup> of August, and there is a sample of the carpet in the maintenance room of Bldg B if needed and that artwork was purchased for the third floor and they are awaiting Dominique from University painters to hang. Then all work completed.

#### **Unfinished Business:**

1. Bill moved to ratify the email approval of the following proposals: Eagle Contractors to do Building A siding flashing work at a cost of \$84,114.80 and Building B at a cost of \$84,832.24 for water proofing; Kelly Generator to do part replacement at a cost of \$1,281.39, Guardian Fire for CO sensors at a cost of \$4,108.00; University Painters to paint the platform area of elevator lobbies and parking lines in garage at a cost of \$820.00; and Baldino's Security for key pads in the garages at a cost of \$1,276.68; Katie seconded and all carried.
2. Brass Polishing in elevators- to be done in October.
3. Generator- management stated needed to get a gas tech out to look at.
4. Concrete work- will be done in two weeks, this is for the 2 trip hazards in front of Bldg. B and the area in front of Bldg. A.
5. Lobby front doors- getting bids, waiting on costs from Baldino's.
6. Water shut-offs- waiting on Gainesville Plumbing to get back with BCM with proposal. Do not recommend residents trying to fix themselves. Bill stated ample notice will be given to residents when time to schedule the work, and that owners should make units accessible to contractor. And that this should be treated as emergency situation in that leak issues could occur and cause damage. This only effects the units on the first floor.
7. Garage cleaning- BCM stated that this could be done with a handyman.
8. Handyman- BCM is getting the references that the Board asked for. Costs for handymen are running \$55-\$65 per hour.
9. Handicap parking spaces- Bill moved to add 2 more handicap parking spaces in front of bldg. A, Tom seconded and all carried.
10. The Bldg. B third floor compressor for fire system making a noise, please let BCM know if you hear it. Guardian is working this issue.
11. Trip hazard-on right side of Bldg A near the last parking spot.

**New Business:**

1. Elevator- Third floor Bldg A tarnished-options to re-glue would have to shut down elevator for 4-6 days. Cost of \$10,400 for a new door. Katie asked how the problem effected operation, the door is scraping due to the adhesive coming off, the polish will make look good again for a short period, will continue to scrape when in operation. Tabled.
2. Guardian Fire-air compressor- working on as stated in management report.
3. Falcon Proposal- Falcon approached to do an engineering report on the roofs, attics, and foundation to let the board know of any foreseeable issues, and recommend needed work. For site visit observation cost is \$3,985.00, attic inspection (up to 4 total) cost is \$2,895.00, roof level observation at both buildings cost is \$2595.00, plus cost of motorized lift rental plus 15% administrative charge (budget \$1800.00).

**Residents Open Forum:**

George stated concern over the exhaust odor in the garage, and asked how strong before fans activate. BCM to research.

Mike stated that the trip hazard mentioned in old business was perhaps the base of an old sign post. Stated he felt that handicap spaces should be equal on both bldgs.. George and Katie agreed.

George stated the garage ceiling insulation should be checked. Bill stated Aire Serve would be doing in when they inspect heaters. There are 3 water shut offs located on the back of the bldgs., Mike stated water shut off valve in recycle room shuts off side bib.

Louise- water coming into garage stairways when raining.

Question asked if when balcony done can furniture be placed back on patio, answer yes.

Pat- odor of hot metal in elevator for the last 2-3 days, and noise that sounds like scraping in bldg. A, didn't just start but getting worse. Katie stated issue of getting in elevator and it not moving. Pat suggested maybe panel buttons just not making connection. Stated new number pads in garage were great-all agreed.

Nancy- asked about benches at front door. Tom stated more people need to be on the committee, and Nancy asked that they need to be out of the weather.

Mike commented on the trash room deodorizers.

Bill moved to go into executive session at 3:13 to discuss owner correspondence, Tom seconded and all carried.

Bill moved to open into regular session at 3:17, Tom seconded and all carried.

Tom moved to deny an owner's request to have late fees removed, Katie seconded and all carried.

Next Meeting will be November 14<sup>th</sup>, Board will meet with BCM on October 10<sup>th</sup> to review action items.

**Adjournment:**

Meeting Adjourned at 3:17pm.

*Katie Maguth*  
11-14-17