

Heritage Hunt Condominium I
Board of Directors Meeting Minutes
November 14, 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: Anne Moore (A111), George & Nancy Field (B104), Jo Anne Maurer (A213), Nancy Johnson (A204), Jaye Free (B106), Pat Gesling (A201), Joseph & Paula Drozd (A308), Patty Alexiou (B101), Marilyn Hodge (B113), Gwen McCauley (B310), Gloria Gross (A208), Wanda Ferrell (B303), Christina Townes (A311), Anthony Natale (B205), David Moretti (B313).

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

Approval of September 11th and October 10th Board Meeting Minutes:

Tom Taggart moved to approve the September 11th and October 10th Board Meeting Minutes, seconded by Bill Whyte and passed unanimously.

Report of Officers:

President's Report-

Katie discussed the presence of 3 larger emotional support dogs, and stated that the owners still have to follow the rules as the other dog owners.

Vice President's Report-

Tom stated the Emergency evacuation plan is all but completed, just waiting approval from the Board. Anne and he has been working on this the last couple of months. Encouraged all residents to take the free CPR class, the next one offered in January.

Treasurer's Report-

Bill stated income statements were available and the association is in a strong financial position with \$971,000 in equity even with spending \$227,000 in reserves.

Management Report:

Elevator polishing was completed on October 26, 2017

University Painting- Completed painting in front of the lobby in garage Building 13891, recycling room and put up crown molding, and painted white "no parking" lines.

Eagle Contacting- Will be completed with all siding and balcony work by Thanksgiving.

Building 13891- South side fire door has been adjusted and working properly.

Aire Serv- Installed dehumidifiers in building 13890 in storage area, work has been completed.

NVA Signs- Management had to reschedule for the extra handicap spaces. Management wanted to confirm where the spaces would go.

Handy Man- Management is putting a list of work for the handyman to do.

Elevator Pads- Management is waiting on proposal to come in for more pad for the elevators.

Balcony Railings- Management found that the railings are powder coated (baked) board and management are looking into options to have them redone.

Squeakily Clean- Cleaned all windows in Buildings 13890-13891 in stairwells.

Trash Compressor- Compressor had to be replaced in Building 13890 in trash room.
Guardian Fire- Compressor on 3rd floor in Building 13890, was replaced on November 14, 2014 with a quiet compressor.
White weather stripping on balconies is for extra water proofing it was more cost effective to add a different color.

Committee Reports:

Building Committee-Mike Moore-Item(absent) Kim stated Mike's report was included in the management report as many items were committee related.

Budget and Finance Committee- Bill Whyte-Bill stated financials available, and encouraged all residents to review and know where the money is going.

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

Decorations & Social Committee-Pat Gesling- Pat took a straw poll regarding the Christmas activity and then announced it would be held during the December social hour, details to follow.

Landscaping Committee- Chris Townes- Chris stated no report, however she presented the board with comments on the provided landscape proposals.

Communications Committee- Nancy Johnston- Nancy mentioned the number of new residents and that she is trying to get contact information from them.

Redecorating Committee- Anne Moore- Gwen McCauley, both thanked their committee members for all the help over the last 2 years and announced- job complete.

Unfinished Business:

1. Bill moved to ratify the email approval of the following proposals: Summit Roofing for \$375 to fix roof leak at B303; Summit Roofing for \$375 to fix roof leak at B306; Summit Roofing for \$500 to fix roof leak at A308; Guardian Fire for \$5975.32 for replacement of compressor and relocating to the floor; motion seconded by Tom and all carried.
2. Falcon Engineering proposal-BCM to confirm the attic part of the proposal, board asked to have meeting with someone from Falcon-tabled.
3. Bill moved to approve Prince William Plumbing's proposal of \$945 to \$1,245, Tom seconded, and all carried.
4. Main water shut offs- Bill moved and Tom seconded to approve Gainesville Plumbing for \$830.00 to "unstuck" 16 water main shut off valves, company recommended they be turned every month so as to not have same issue in future; approved with the stipulation that all units can be done at same time, with notice given to all owners that if they are not available emergency access will be done; all carried.
5. Concrete work scheduled for week after Thanksgiving.
6. Lobby doors tabled.

New Business:

1. Elevator- Service contract with Central Elevator for \$400 moved for approval by Bill seconded by Katie and all carried.
2. Bill moved to approve Otis elevator service contract at a cost of \$7504.80, Katie seconded, and all carried.
3. Katie moved to approve Eagle Contracting to do the foundation work at a cost of \$3650 per building, Tom seconded, and all carried.

4. Kelly generator proposal tabled in regard to the proposal of \$2,504.35, BCM to get breakdown of parts and labor.
5. Landscape Proposals- Tabled until irrigation proposals received by BCM.
6. 2018 Budget- Bill moved to approve the proposed 2018 budget with a reduction in monthly assessment to \$330.00, Tom seconded, and all carried. Bill took a straw poll of the attendees in regard to the hallway lighting in the storage hall, consensus was no new lights needed.

Residents Open Forum:

George asked about new owners paying the reserve contribution, Bill confirmed all paying.
David Moretti discussed the compressor next to his unit and stated Guardian poked hole in his wall, BCM to look into.

Elevator thresholds discussed.

Siding work done by Eagle discussed.

BCM stated all residents should contact them with concerns/questions not board members or contractors.

Chris mentioned the gutter loose on the back of Bldg A

Discussion on the heaters in the hallways, BCM to look into.

Discussion on evening meetings.

Discussion on welcoming committee

Discussion on the storage area main doors not sealing

Discussion on pack of roofing material, BCM stated that it was supposed to be picked up will follow up.

Discussion on the lights in garage with the time change not coming on soon enough, Bill to look into.

Discussion on when BCM was on property, how often.

Discussion on HVAC and when converted over to heat, BCM to contact Aire Serve.

Bill moved to go into executive session at 3:28 to discuss owner correspondence, contracts; Tom seconded, and all carried.

Bill moved to open into regular session at 3:56, Tom seconded and all carried.

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

BCM to get proposal from University Painters to fix interior of unit B112- send same statement of work.

BCM to have handyman do list of items.

Mold testing for unit A106 was negative.

Bill moved to approve BCM contacting the attorney to do a resolution regarding move-in/out fee, Katie seconded, and all carried.

Redecorating committee dissolved as work completed.

Next Meeting will be January 9, 2018.

Adjournment:

Meeting Adjourned at 4:00pm.

Respectfully submitted:

Terri Jenkins, BCM

Katie Maszyl
1-9-18