

FINAL

**EASTVIEW RB COMMUNITY CENTER
REGULAR MEETING OF THE BOARD OF DIRECTORS
September 15, 2009**

MINUTES

DIRECTORS PRESENT: Garry Denlinger President
Ginger Lyon Vice President
Teri Denlinger Secretary
Karin Sze Treasurer
Pat Murphy Director @ Large/Landscape
John Schneider Director @ Large/ Social/Recreation
John Boaz Director @ Large/
Facilities & Maintenance

DIRECTORS ABSENT: None

OTHERS PRESENT Chris Hodge from Elite Community Management

CALL TO ORDER

The meeting was called to order by Board President Garry Denlinger at 7:03 p.m.

APPROVAL OF PREVIOUS MINUTES

Upon a motion duly made, seconded, and unanimously carried, the Board approved the minutes from the July 14, 2009 Board meeting as corrected. (Sze/Boaz)

Upon a motion duly made, seconded, and unanimously carried, the Board approved the minutes from the August 18, 2009 Board meeting as corrected. (Boaz/Murphy)

**Upon a motion duly made, seconded, and unanimously carried, the Board authorized the Eastview Community Center's Pool Maintenance Company to proceed with the replacement of the heat exchanger for the Spa furnace at a cost not to exceed \$1,000.00.
(G. Denlinger/Boaz)**

Architectural Review Committee:

It was noted by Mr. Denlinger who attended the ARC meeting that ARC infractions by previous owners was discussed, as well as exterior solar shades.

Member Participation:

No owners present had items to discuss.

COMMITTEE REPORTS

Presidents Report

Mr. Denlinger discussed placing liens on delinquent accounts, and the Board reviewed various options for initiating a lien, such as gauging a specific dollar amount or the number of days/months a fee is past due. The Board also discussed filing small claims against owners who are delinquent in paying their assessment. It was noted that the amounts owed are considered a personal debt on the owner of the unit. Mr. Denlinger also discussed changing the pool water to the landscape meter to save in sewer charges.

Upon a motion duly made, seconded, and unanimously carried, the Board approved going to small claims court on account 0040113501 with a balance owing of \$3028.31. (Murphy/G. Denlinger)

Secretary

Teri Denlinger explained that contrary to statements in a letter from the Patio II Board, research indicates that maintenance of the stamped concrete in Eastview is not the responsibility of the Community Center. The Community Center bylaws also stipulate that the Center is only accountable for the land immediately surrounding the Community Center and its facilities.

Following an inspection of the stamped concrete on Devereux, it was determined that while the concrete shows cracks, it does not require replacement. Rather, the City will repair the area by reducing the elevated portion where the blacktop meets the concrete.

Discussions with the City revealed that documentation between the developer (AVCO) and the City is required if responsibility for maintenance belongs to a third party, such as an HOA, and not the City; if no third party is identified, the costs are to be covered by the City. In addition, the City Planning Department reported that responsibility for these types of amenities typically rests with the HOA, and added they have never seen documentation indicating that a Community Center is accountable. If a street is located on more than one HOA property, those HOAs are expected to share maintenance costs. Ms. Denlinger is still pursuing the matter with the City.

The Community Center Board agreed to send a letter to Patio II advising them of the Board's findings. The letter will request that all future communication from the Patio II Board be signed by a Board member for clarification.

Regarding exterior solar shades, Ms. Denlinger sent a letter to ARC Chair Joan Francis, requesting that ARC determine whether regulations should be modified to approve exterior-mounted solar shades. Ms. Denlinger also commented that she and John Boaz met to discuss the web site's content and design.

Treasurer/Budget and Finance

Ms. Sze reviewed the expenses for the month of August. She noted that operating cash has increased over the year end. She reviewed her report on the financial position of the Association. She also reviewed the Auditors recommendations. The Board also discussed the necessity to approve all contracts on an annual basis.

Upon a motion duly made, seconded, and unanimously carried, the Board approved setting the Capitalization Policy level to \$500.00 retroactive to July 1, 2008. (Sze/Murphy)

Upon a motion duly made, seconded, and unanimously carried, the Board approved the Annual Audit for the Association as of June 30, 2009. (Sze/G. Denlinger)

Vice President Report/Personnel

Ms. Lyon informed the Board that she completed the Employee Handbook and Operations Manual, and it has now been distributed to the staff. Ms. Lyon also noted that the hourly rates used as a basis for computing the salary budget for 2009-2010, which were discussed at the budget meeting, were incorrect for two employees. Ginger made the correction which reflects an addition of \$1,755 to the annual salary budget expense and an increase of \$217.00 to the annual payroll tax budget expense. While this correction does not exceed the Board's prior approval of a 3% merit increase for the staff, the costs will be higher than the planned budget.

Ms. Sze noted that the approved fiscal 2009-2010 budget was understated by the amounts listed above. The Board and Ms. Sze agreed that it was not necessary to revise the budget; instead the financial analyses will reflect expense overages for these two accounts, which are not expected to be material.

Landscaping

Pat Murphy reviewed her written report to the Board, including work completed over the past month. She noted that she received free mulch for the Escala Slope.

Upon a motion duly made, seconded, and unanimously carried, the Board approved \$950.00 for Holmes Landscape to lace four trees by the swimming pool to be paid out of reserves. (Murphy/Lyon)

Upon a motion duly made, seconded, and unanimously carried, the Board approved classifying the irrigation retrofit at the cost of \$1412.60 as a reserve expense. (Murphy/G. Denlinger)

Facilities/Maintenance

John Boaz discussed the cost of the Barbeque and the cost of the heat exchanger for the spa. The Board discussed the repairs needed to the south trellis.

Mr. Boaz also discussed the development of a homeowner questionnaire to include questions about such items as a play area with picnic table and swing set; furniture in the clubhouse; and enhancing the Eastview web site. He will work on a questionnaire to be presented at the October meeting.

Upon a motion duly made, seconded, and unanimously carried, the Board approved Nick Miller to make the repairs to the south trellis including painting at the cost of \$5,600.00. (Boaz/Murphy)

John will contact the other contractors who submitted proposals to advise them the Board accepted another contract.

Recreation/Social

John Schneider reported on his findings for a vending machine, and possible locations were discussed.

Upon a motion duly made, seconded, and unanimously carried, the Board approved installing a vending machine in the Community Center. (Boaz/Schneider)

Mr. Schneider discussed a swing set to be placed in the common area. It was agreed to review the concept and prepare additional research. Mr. Schneider agreed with Mr. Boaz that a questionnaire is a viable option for determining homeowner interest.

The Board reviewed details for a Halloween Party at the Center on October 31. Mr. Schneider also discussed the cleanliness of the pool and explained a self-contained swipe to clean the bottom of the pool. The Board reviewed the product and agreed to additional research.

Center Manager's Report

Ms. Tucker reported on the pool filter and the need for replacement.

Upon a motion duly made, seconded, and unanimously carried, the Board approved replacing the pool filter at a cost of \$1,400.00 to be paid out of reserves.

Ms. Tucker reviewed the activities at the club over the past month. She asked if she can obtain a quote on adding window treatment to the office window. She also informed the Board that the Center needs four additional Rol-Dri squeegees for the tennis courts.

Upon a motion duly made, seconded, and unanimously carried, the Board approved not to exceed \$1,100 for new rollers for the tennis courts. (Lyon/Murphy)

Old Business

Items were discussed under committee reports

New Business

There was no new business to report.

Date of Next Meeting

The next tentatively scheduled Board of Directors meeting is October 13, 2009.

ADJOURNMENT

With no further business to discuss: Upon a motion duly made, seconded, and unanimously carried, the meeting was adjourned at 9:31 p.m.(Murphy/Boaz).

Prepared by:
Elite Community Management

Secretary

Date