

**Walton Village Condominium Association
Board of Directors Meeting
July 31, 2014**

I. Call to Order

A. The Board of Directors Meeting of the Walton Village Condominium Association was held on Thursday, July 31, 2014 at the offices of Axis West Realty, Inc. The meeting was called to order by Stacy Huffman at 6:02 P.M.

B. Roll Call

1. Andrew Henry – Epsilon 8	5. Stuart Orzach – Omega 1
2. Priscilla Schultz – Rho 8	6. Allison Mecklenburg – Omega 7 (tenant, not owner)
3. Art Burmeister – Gamma 5	7. Beth D’Onofrio – Omega 8
4. Stacy Huffman – Gamma 6	

Also in Attendance – representing Axis West Realty, Inc., was Evlyn Berge (Manager), Brian Berge (Operations), Urte Delliquadri (Bookkeeper).

II. Approval of Minutes from May 15, 2014 – Priscilla Schultz made a motion to approve the minutes from the Board of Directors Meeting held on May 15, 2014. Art Burmeister seconded the motion and it passed unanimously.

III. Financial Review – Financial information for the Association was presented for review. This included the Reserve Study/5-year Maintenance Plan and A/R Aging Summary dated July 30, 2014, and the year-end Balance Sheet and Profit & Loss Budget vs. Actual dated June 30, 2014.

A. Delinquent Accounts - Urte Delliquadri explained that there had been a misunderstanding regarding state laws for collections, but now that it has been clarified the Association is allowed to pursue payment more aggressively. Urte also pointed out that payments are still arriving so there are fewer delinquent accounts than shown on the sheet that was reviewed.

B. Balance Sheet – Urte gave a brief overview of the Balance Sheet and noted that money is being transferred to the operating account to pay for expenses.

Urte also pointed out that line item 2505 was added to show the money being collected for the pool reserves.

C. Profit & Loss Budget vs. Actual – Urte explained that the Association ended the year under budget overall and have \$21,000 budgeted for bad debt. Urte mentioned that she would need approval from the Board of Directors in order to write off any debt. After a brief discussion Stacy Huffman made a motion to write off \$8,055.72 of debt that is over 90 days delinquent and not expected to be collected. Art Burmeister seconded the motion and it passed unanimously. Urte will write the debt off for the 2013/2014 fiscal year. Urte mentioned that it could still be changed until the financial audit is conducted.

D. 2014/2015 Budget Approval – The 2014-2015 Budget still required Board approval after previous discussion. Priscilla Schultz made a motion to accept the Budget, Andrew Henry seconded the motion, and the motion passed unanimously.

E. Reserve Study/5-Year Maintenance Plan – Urte reviewed the Reserve Study/5-Year Maintenance Plan briefly and pointed out that all of the items in the 2013/2014 column were completed and paid for during that fiscal year. Priscilla Schultz brought up windows and doors as an item that should potentially be added to the 5-Year Plan since Association documents state that the Association pays for these items to be replaced. In practice, Owners have been replacing these items at their own expense. The Board decided that this should be a topic for discussion at the Annual Meeting. Brian Berge pointed out that another potential item to add to the 5-Year Plan is an updated fire monitoring system. Current heat detectors may not meet codes and could require replacement. Stuart Orzach raised a concern about the Association paying for a reimbursement rather than the vendor that it was due from. Evelyn Berge assured him that this is not common practice and would not continue in the future.

IV. Maintenance Update – Brian Berge presented an overview of maintenance projects that have been completed or scheduled. The items discussed were as follows:

A. Asphalt Sealing / Paving – Completed with some extra expense for stabilizing the supporting material. Striping included as well.

- B. Fascia / Chimney Prep** – In advance of the roofing work to be completed this fall the fascia and chimneys are currently being prepared.
- C. Tree Trimming** – At the recommendation of the Association’s insurance provider, many trees, branches, and bushes are being trimmed away from the sides of buildings.
- D. Roofing Project** – No dates have been confirmed for the roofing project to begin, but it is expected to start in late August.

Stuart Orzach pointed out some maintenance items that he believes should be addressed. The landings in front of the Omega building have dirty carpet and sagging boards. Mr. Orzach is curious about the structural stability of the landings. Mr. Orzach also explained that there had been weeds in front of the building near the parking lot and cigarette butts from Sigma 6.

V. Old Business

- A. Garden Plots** – No progress regarding community garden plots has been made. Stuart Orzach and Art Burmeister will meet outside of this meeting to discuss gardens. Allison Mecklenburg (tenant, not owner) would like permission to keep her vegetable pots in front of her building (Omega) in the common lawn area. Andrew Henry made a motion to allow a temporary variance for Allison to use the common area for her plants this summer. Stacy Huffman voted not to allow the variance, Arthur Burmeister, Priscilla Schultz, and Andrew Henry voted yes. The motion passed. Stuart Orzach requested a variance to allow him to keep his vegetable pots in the common areas as well. Art Burmeister and Andrew Henry voted yes to allow a variance. Stacy Huffman voted no, and Priscilla Schultz abstained from voting. The motion passed. Stuart Orzach and Allison Mecklenburg will be allowed to keep their vegetable pots in front of the Gamma building in the common lawn areas for the remainder of the 2014 growing season.
- B. Pool Project** – No new progress has been made on the Pool Project. The Board will contact Debbie Metscher who was looking into other options for the pool.
- C. Old Hot Tub Building** - The old hot tub building was going to be removed by Gregory Campbell for free, but it turned out that he would

not be able to do it without costing the Association money. Management will solicit other bids to remove the old hot tub building.

D. Smoking – Beth D’Onofrio gave an overview of the extensive research she conducted into potential solutions to smoking issues in communal living. She handed out materials to the Board Members and Management. An idea that she presented was to have scripted anonymous notes available for owners to place on their neighbors’ doors if they are having problems and do not feel comfortable with confronting the neighbor in person. She proposed several small steps that could be taken toward resolving smoking conflicts between neighbors. Beth also noted that she had tried to meet with Gregory Campbell who had volunteered to be on the Smoking Committee, but he did not want to meet.

E. Water Heaters – Priscilla Schultz spoke to the Association attorney, Mark Freirich, about the way damages caused by water heaters is currently handled. Mark explained that there is a clause in the Declaration that deems an owner is only responsible for damage to another unit if the owner is negligent in some way. Mark had previously drafted a water heater policy that was not accepted. In Mark’s opinion, a policy should be formally adopted to help prevent damage due to owner negligence. Owners will be reminded about water heater best practices and recommendations via email or postings in an attempt to reduce damage from water heaters.

VI. New Business

A. Dumpster Enclosures – Bears have frequently been getting into the dumpsters at Walton Village and unauthorized dumping by non-residents is a concern as well. Many residents also leave furniture and other oversize items near the dumpsters when moving. Management will research options for putting enclosures around the dumpsters and report to the Board. Management will also create and post signs on the dumpsters to remind residents about acceptable dumpster usage.

B. Rules and Regulations Changes – Priscilla Schultz and Stacy Huffman will be working on a draft of new Rules and Regulations that will be more enforceable and represent the current interests of owners. The Board will review the proposed rules and plans to have new rules drafted before the the Annual Meeting in the spring.

C. Management Concerns – The Board explained some areas of Management that they feel can be improved upon. The concerns are as follows:

- i. Emails should be responded to within 48 hours.
- ii. Management should provide a summary of activities and concerns more frequently.
- iii. Board Members would like to join in weekly property walks on occasion.

D. Other – Management will contact the Walton Village Townhomes to remind them that the shared parking lot will be paved next summer, and the cost will be shared by the Associations.

VII. Meeting Adjournment – The Board of Directors Meeting was adjourned at 8:31 P.M.

Respectfully Submitted,
Brian Berge
Axis West Realty & Mgmt. Inc