

**WOODEN CANOE
BOARD OF DIRECTORS MEETING
JULY 9, 2010**

MINUTES

1. **Call to Order.** The meeting was called to order at 3:06 p.m.
2. **Affirmation of Attendance and Quorum.** Board members in attendance either in person or via conference call were Jim Hafemeister, Pat Wallace, and Dodie Davies. Jack Shiller and Charles Williams were unable to attend. A quorum was established.

Representing Mountain Managers were Phil Wells and Judy Freese (via phone).

3. **Approval of Minutes from the 5/7/10 Board meeting.** A motion was made, seconded, and passed to approve the minutes as written.
4. **Repair and Maintenance Report.** There were only 2 items on the report.

A. A letter was sent to Bruce and Polly Douglas regarding encroachment/legally protected recorded easement.

B. Notices were sent out for the 7/3 joint picnic wit Water Dance. It was noted that the picnic was poorly attended. The tent rental was nearly \$700 and the Board questioned whether or not it was worth the expense. Suggestions were made to do away with the tent or purchase one which would be cheaper than renting. There is storage available with the new dumpster enclosure. It was also suggested that the picnic be moved to a date where not so much is already going on. Next year's notice will be changed to "pot luck" and responses will be requested. Phil suggested approaching Water Dance with a date change (this was tried previously but they wanted to keep it on the July 4th weekend). Water Dance has a Board meeting on September 17th and this will be put on the agenda.

C. Other items:

1) Pat is turning in all expenses; all signs are up with the exception of a few; all trails are identified and have gravel on them. Not all bills are applicable to Water Dance. Pat highlighted, pulled out 41%, and gave an explanation where needed. This should be it for the year. Chemicals will be ordered at the end of the year when the supplier typically offers free shipping. Since the chemicals are very heavy, this can save a couple of hundred dollars.

2) The dumpster enclosure is not done yet – the siding is going on today and the garage doors should go on in a week. It is hoped it will be completed within a week. When it is finished, it will be locked as before (right now the dumpsters are out in the open and anyone can use them).

It was asked if the trash contract could be made to state if drivers damage the enclosure, they pay for it. If this can't be done with Waste Management, maybe Timberline would agree. Phil noted he will be re-bidding all trash removal contracts next year. He also stated that Waste Management's contract allows a very small window for cancellation and he's keeping his eye on the dates.

Timberline has been doing a good job and will be asked to bid all of Mountain Managers' properties. Agreements will include a "you break it, you fix it" clause. There are giant doors on the new enclosure with posts that are buried in 4' of concrete. Damage should not be an issue except for carelessness. It was also suggested that larger dumpsters could be used to reduce the number of pick ups. This may not be cost effective and will be checked when the contract is renegotiated.

- 3) Phil and Pat met with Bob Strong (insurance) and looked at signage. He appears to be happy with the proactive approach in keeping people off the property. Building coverage insurance will be increased from \$10,000 to \$25,000 due to the new dumpster enclosure. There will be stored items here that need to be covered.

5. **Financial Report.** Phil reviewed May financials. Overall, the HOA is in good shape. There were a couple of delinquencies noted but nothing serious. One owner is 60 days in arrears but has always paid in the past. There was a positive variance in income of \$2,385 and a positive variance in expenses of \$2,282. The HOA is currently \$4,667 ahead of budget on expenses year-to-date.

The balance in the checking account was \$18,553.39 and the money market account balance was \$44,575.31.

It was noted there are some expenses that are not yet reflected on the financials including the new landscaping on the center island. The island looks very nice and a lot of watering is currently being done to establish the new plantings. Water Dance recently held their annual meeting and overall, owners were pleased with the landscaping results. The project did go slightly over budget and it was noted that the lower part of the island was not quoted in the original bid.

There are also some outstanding pond expenses but these will come out of the MCR, not operating.

6. **Old Business.**

- A. The addition to the Design Guidelines regarding solar panels was discussed. Betsy Burton was supposed to submit the proposed wording to the Board for review but has not done so yet. Mountain Managers will e-mail Betsy with a reminder.
- B. The crack fill estimate from Sealcoat Specialist was reviewed (\$2,217.50) and approved. Phil noted that the company does good work and is the least expensive (several cents cheaper per linear foot). The crack filling will be scheduled and notices will be sent/posted for homes that are affected. It was noted that if any new cracks occur they should be filled before winter sets in. Phil will ask Sealcoat Specialist to schedule as late as possible to mitigate the possibility of additional cracks.

Jim noted that some chip seal work he has seen did not last. It looked great when first done but he didn't feel it was a good deal since it began to come up and deteriorate after one year. Phil noted that crack filling is essential and should be done annually. Seal coating is more aesthetic and does not provide real protection but it should be done every once in a while as it does help some.

Water Dance Road had a tar and gravel coat put down 3 year ago and it appears to be wearing pretty well. The Town's schedule will be checked – it will be less expensive to do any work in conjunction with the Town than separately. There is a manhole cover that was covered over – this needs to be addressed before sealing is done again.

- C. Stone benches were discussed. Pat noted that he is paying for one and Gary Strassler and Todd Hunt have each said they will pay for a bench. Two benches will be put in front and one in back.
- D. Pat noted that Gary would like to put in trees at Pond 1 and Pat would like to see some grass. The sprinkler system would need to be expanded along the street edge of the pond. Pat will be talking to Gary and Todd about this as a project for next year. Phil noted there should be something put into the MCR for this (nothing is allocated for landscaping next year). This is something to think about when doing next year's budget in the fall. "Beautification of the ponds" will also be added to Water Dance's September meeting agenda to see if they will agree to chip in.
- E. Pat paid ½ the cost on the new dumpster enclosure and is to be reimbursed over the next three years beginning next year. The final cost was a little higher than originally estimated and payments to Pat will be \$5,525 the first year and \$5,000 for the next 2 years. Pat was willing to absorb cost over-runs since he opted to go with higher quality materials in some areas (concrete, re-bar). The Board voted to reimburse Pat for ½ of the final total – they did not feel he should absorb any additional cost. Pat will pay at this time and Phil will adjust any payments after Pat submits final bills. This can be re-worked when the budgets are prepared and reviewed.

7. **New Business**

- A. Ant control was talked about. Ants are all over the trails and common areas and spreading into owners' property. Two bids were received – one from Mountain Pest and one from Orkin. Pest control is not needed during the winter. Orkin's bid specified May through October and Mountain Pest is probably the same. It was resolved to accept Mountain Pest's bid and get it started as soon as possible. (Subsequently, this has been scheduled to begin immediately. It is a seasonal contract and will not be done during the winter.)
- B. There were several complaints received regarding the condition of some owners' properties. Warning letters (from the Board) will be written as follows:

- 1) Lot #10 (Hill): yard is a mess and needs to be cleaned up. Logs piled in back, messy lawn, etc. There was a snow blower stored on the property but this has been removed. Owner will be given 21 days to comply then HOA will arrange to have the clean up done and bill the owner
 - 2) Lot #8 (Matushak): remove picnic table, grill, etc. It was previously agreed that he would repair the table and move it 20-30 feet to the north, closer to walkway and out of the sightline. This has not been done. Send reminder.
 - 3) Lot #13 (Godfrey): Clothesline strung in back yard.
 - 4) Lot #41 (Mitchell): they are doing some landscaping and the gravel along the street frontage is 6" high. Once this is plowed, rocks will be everywhere. Notify owner there is too much rock on the frontage area. If he has no where to put it, Pat can absorb it into the ponds. If owner wants the rock, he needs to remove it. If he does not want it, Pat will take it.
 - 5) Lot #12 (Moser/Vukonich) – Over the July 4th weekend there were renters parked in the streets; no rules and regulations were available in the unit. There were also children throwing rocks and playing in the streams. Send letter with a copy of the rules and regulations. (Note: Mr. Vukonich has stated he sold the unit but Mary Moser and Vincent Vukonich are still listed as the owners of record with Mountain Managers.)
- C. There is a piece of fence missing behind lot 31 – the cross piece is lying on the ground.
- D. Pat noted the fish have eaten all the minnows in the ponds. Purchasing additional minnows (estimated at a couple of hundred dollars) is cheaper than buying anti-bacterials – all agreed.
- E. The front pond water meter froze and fractured. The back flow preventer was removed in accordance with the plumber's recommendation. Pat has persuaded Jim Cancelosi to remove the meter and back flow preventer and re-install at no charge. This will be done in the spring.
8. **The Next Board Meeting** will be on Friday, November 5, 2010, 10:00 a.m. at Mountain Managers. The annual meeting is scheduled for Thursday, December 30, 2010 at 4:00 p.m. The Board will meet prior to the annual meeting at 2:30 p.m.
9. **Adjournment.** There being no further business, the meeting was adjourned at 5:35 p.m.

Respectfully submitted: Judy Freese, Recording Secretary

APPROVED:

Approved via e-mail

8-31-10

Dodie Davies, President

Date