

Board Meeting April 16, 2016 Minutes

Call to order: 10:02

- In attendance at Clubhouse: Mark Deasaro, Jeff Hardin, Jorgene Barton, John Ferguson and Property Manager, Renée Castiglione
On the phone: Carol Robinson, Marlene Rockwell, Dennis Ley
Guests: Chris Nelson, Abril Rodriguez, Andrzej and Margarete Kraska, Pam Ley
- Mark Deasaro asked if there were any changes to July 18, 2015 minutes. There were none. Jeff Hardin motioned to accept minutes as written, John Ferguson 2nd. A vote was taken. The motion was approved.
- Renée Castiglione stood in for Treasurer, Clyde Dills, who apologized for being unable to attend the meeting. She went over the current budget and the spending of monies through March 31. Renée pointed out where we were over budget on certain items:
 - Attorney Fees: these were higher than expected due to the interaction with renters at the K building and some difficulties we had in which we needed attorney's counsel.
 - Postage: when sending the contracts overnight to Board members for the K building renovation loan, the contracts were lost on a couple occasions and had to be re-sent. This incurred a larger expense than was expected.
 - \$12,000 was added to the credit line, but then was borrowed to pay towards the F and K roofs.
 - Landscape Maintenance: HBV had two trees that partially came down during wind storms. The debris had to be cut up and removed. One tree was then taken out altogether.
 - General Maintenance: Renée stated that we are always over budget on General Maintenance. Homeowners can look at the Profit and Loss statement that is part of the monthly financial reports to see what projects were completed.
 - The Reserve Fund was, at the most, \$12,000, this year. \$8000 of the monies was used for F and K roofs and electric for the K building.
- The 2016 - 2017 Budget was reviewed. Renée pointed out where and why the numbers changed from the current budget:
 - Attorney fees were increased. We seem to need attorney counsel more than previous years.
 - Office Supplies were increased: Renée stated that by the next fiscal year the laptop will be 6 years old. To date she is having some issues with it that have had to be fixed at around \$100 or more each time. Should the computer continue to have issues she will purchase a new laptop.
 - Snow removal was reduced. Renée Castiglione stated this is always a guessing game and she took what we actually spent this season and what was budgeted and split the difference to reduce that line item.
 - The Reserve Fund allotment was reduced by \$8000. Renée stated that because General Maintenance is always over budget, the reserve fund is where we get that money from. If we can put \$24,000 in our Reserve Fund in one year, that would be a big plus for HBV.
 - Building Maintenance was increased. This is an area where we are always over budget.
- Renée Castiglione presented the Maintenance and Building Projects that was attached to agenda package.

John Ferguson asked about the purpose of the shut off valves in the units in the B, D and E buildings as putting those valves still keeps the cold water flowing through the pipes. It was explained that doing this would help unit owners in these buildings should water have to be turned off due to a water leak or water work in one unit, the whole building won't have to be shut off, as what happens now.

Mark Deasaro asked if there were any questions about what was presented. If not, was there a motion to accept the reports. John Ferguson moved to accept reports as presented. Jorgene Barton 2nd. A vote was taken. The motion passed.

- Policies

Mark Deasaro explained the reasoning for HBV implementing a Flooring Policy. It is to preserve quality of life for residents that live in units with another unit above. A majority of condominiums across the country

have these types of policies, and HBV is just joining this group.

Renée Castiglione explained the purpose of the Breaker Panel Policy. Emails were sent to all owners, with photos, explaining the incident of an outlet catching on fire in one of our units due to a corroded breaker, which shouldn't have been in that breaker panel to begin with. For the sake of protecting HBV lives and property, the Board agreed that all breaker panels should be inspected, at the owners cost, and any repairs needed be completed.

These policies will be presented to Ownership at the Annual Meeting for approval.

- Mark Deasaro asked if there was any other business. There was none.
- 11:37, Mark Deasaro asked for a motion for adjournment. John Ferguson made a motion for adjournment. Jeff Hardin 2nd the motion. A vote was taken. The motion approved.