

Kendall Overlook Condominium Association (Kendall 1)  
Snowden Overlook Clubhouse  
September 10, 2019  
Board of Directors Meeting

Call to order by Marion Thompson, President at 7:01 PM.

BOD members present:

Debora Plunkett, Vice President

Karen Keane, Treasurer

Pat Harrington, Secretary

Patricia Lall, WPM Manager

Absent: Joe Socha. Member at large

A quorum was present.

1. Motion to approve the Agenda was made and seconded. Passed 3/0 (Debra hadn't arrived yet)
2. A motion was made and seconded to approve the KO BOD meeting minutes of August 13, 2019. Passed 4/0
3. Presidents Report. Marion Thompson, President

Repair Update:

- Second meeting with Becht on Aug 16.
- Homeowners Town Hall meeting was Aug 23 for homeowners to share suggestions about repair project.
- The BOD met to discuss plans for repairs. It was decided that a.) project manager will be hired, b.) Becht will be our engineer firm for the repairs.
- The survey questions have been received from Becht. Some surveys may need to be mailed.
- Interviews with 2 possible project managers are scheduled for Monday, 9-16.

The date for the October BOD meeting has been changed to Monday October 7<sup>th</sup> due to Jewish holidays.

4. Treasurers Report. Karen Keane
  - a. See attached
  - b. A motion was made and seconded to approve the September 10, 2019 Treasurers report. Passed 4/0.
5. Committee Reports
  - a. Architectural: Debbie Ritchie. No report.
  - b. Landscaping. Jim Banahan/Pat Harrington  
A motion was made and seconded to accept the proposal from Brightview Landscaping to repair the drainage swale between the inside circle of homes for \$5430. Passed 4/0
  - c. Welcoming, Margie Cronhardt has visited the new residents with the welcome book and a pineapple.
  - d. Social. –Joan Cencula.  
The next social event will be dinner at Bavarian Brauhaus on Friday Oct 4<sup>th</sup> at 6:00PM.  
RSVP to Joan Cencuela at 8722 EOW by Oct 1<sup>st</sup>.
  - e. Parking. -Ann McCleaf /Debora Plunkett. Parking passes for guests visiting longer than a week can be obtained from WPM (not from Clubhouse staff)
6. SOCA Report, Pat Harrington
  - a. The carpeting has been cleaned in the gym.
  - b. The concrete decking will be cleaned this fall and a clear acrylic sealant will be applied to the surface.
  - c. The stone veneer will be repaired along the pool ramp after pool has closed for season.

- d. The approved Kolb Electric proposal for the new LED lighting in Clubhouse and installation of 4 new sconces in the Banquet room was returned by Kolb with an increase of \$4200. A meeting will be set up with Kolb to discuss.
  - e. AMG was awarded the Landscaping and Snow removal contract for the upcoming year.
  - f. The next project for Clubhouse improvements will be new countertops and sink for the kitchen.
7. Management Company Report, Patricia Lall
    - Management is in process of obtaining proposals for repairing the structural cracks and minor cracks in the asphalt roadways and to repair curb drain collars. We received a first proposal which was very high. We are waiting for more quotes. This is a reserve item.
  8. Old Business

A committee to organize the front door painting project has been meeting.
  9. New Business

Landscaping and snow removal contracts have been received from Manscapes and AMG. Awaiting 2 additional quotes. Manscapes price increased by 13%.
  10. Open forum
  11. Adjournment 7:55 PM

Respectfully submitted

Patricia Harrington  
Secretary

#### ATTACHMENT

Treasurer's report – September 10, 2019

1. Preliminary Financial statements for August 2019 were reviewed. Balance sheet is not yet complete and needs some adjustments.
2. Cash balances – Operating - \$76,796  
Reserves Regular -\$ 560,518  
Reserve Settlement - \$2,657,682

3. Our current outstanding loan is \$160K. Current cash forecasts indicate that we will be able to make a payment of \$60,000 against the loan by December. We expect to end the year with a loan balance of \$100K.
  4. Reserves are currently \$139K less than the amount in the reserve study (\$699K) due to the loans taken since we began the lawsuit. The projection is for reserves to be roughly 79K less than the recommended full funding (\$721,000) per the reserve study by the end of the year. The amount that reserves are underfunded is less than the loan we took, because the reserve funds have earned interest during the time the loan has been outstanding.
  5. Revenue was \$24K for August and expenses were \$12K (\$0K for the lawsuit) resulting in income of \$12K for the month. Expenses this month were under budget because we had no spending associated with the lawsuit.
  6. Through August, spending for engineering and legal expenses for water intrusion issues was \$752K. We budgeted spending of \$96K in 2019, and projected spending is \$166K.
  7. Outstanding uncollected assessments are currently \$1955. We have set up a reserve for uncollectable accounts.
  8. The settlement account is currently \$2.658 million.