

Kendall Overlook Condominium Association (Kendall 1)
Snowden Overlook Clubhouse
February 8, 2017
Board of Directors Meeting

Call to order by President, Marion Thompson at 7:03 PM.

BOD members present:

Marion Thompson, President
Debora Plunkett, Vice President
Karen Keane, Treasurer
Pat Harrington, Secretary
Joe Socha, At large

A quorum was present.

1. Motion to approve Agenda was made and seconded. Passed 5/0
2. A motion was made and seconded to approve the KO BOD meeting minutes of January 11, 2017. Passed 5/0.
3. Presidents Report. Marion Thompson
 - a. Mediation dates set for February 24th, March 16th, and March 29th.
 - b. Our Lawyer, Ray Burke has presented the mediator, Jay Snowden Stanley with a report in preparation for mediation.
 - c. We anticipate a decision by March 29th.
 - d. It takes 30-60 days to actually receive settlement money and longer if part of settlement includes contractors in lawsuit performing some of the repairs.
 - e. Karen Keane has prepared and given our lawyer a report of defect expenses to date.
4. Treasurers Report. Karen Keane
 - a. See attached
 - b. A motion was made and seconded to approve the Treasurers report. Passed 5/0
5. Committee Reports
 - a. Maintenance, Susan Gearing-not present
 - b. Architectural, Open
 - An architectural application for landscaping front yard at 8799 EOW was submitted.
 - A motion was made and seconded to approve the application. Passed 5/0
 - c. Landscaping, Jim Banahan-not present
 - d. Welcoming. Becky Socha, presented hard copy of revised Welcome booklet.
 - e. Social, Judy Morrison, planning a Saturday AM brunch for May and proposed a dinner out event.
 - f. Parking, Debora Plunkett for Ann McCleaf.
 - There has been an increase in parallel parking on EOW and a few incidents of residents parking in visitor parking overnight.
 - City Wide installed 2 signs in KO that were intended for K2. They have been notified to remove and install in K2. We hope to get the AI's towing signs returned and reinstalled.
6. SOCA report, Pat Harrington
 - a. One of the 2 new elliptical machines in the Gym is making "clunking" sounds. SOCA is pursuing having the machine replaced, not repaired.
 - b. A new Comcast box was installed in the Theater room restoring TV reception.
7. Management Company Report, Patricia Lall.
 - a. There is 1 continuing violation at 8794 EOW, fines are being assessed until the left garage door is repaired
 - b. Garage door violation at 8733 EOW has been repaired. However a new violation on the left garage door has been reported.

8. Old Business

- a. Bids were received for 8819 EOW replacements of drywall and carpeting from Columbia/Micro Construction \$4672.80 and Puroquest \$7455.78. There was discussion of proposals and contractors. A motion was made and seconded to accept the bid from Micro Construction. Passed 4/0 with one abstention.
- b. The BOD attended a demonstration of WPM's Senerthco management software.
- c. The software would allow unit owners access to their payment information in real time. Maintenance requests could be made directly on Sernerthco by unit owners and all responses between WPM and contractors would be available at all times to unit owners. The Declarations and Bi-Laws along with our parking and architectural guidelines, meeting minutes and agendas would be posted. It would also allow WPM to send out meeting notices via e-mail and the ability for unit owners to vote directly on line.
- d. Motion was made and seconded to purchase the enhanced version of Senerthco software if we can pay \$40 per month for the first year and have WPM roll the cost into our management fee in future years. Passed 5/0
- e. Our insurance company is requiring KO to send a letter to all unit owners encouraging them to have the fire sprinkler system in their homes inspected. There will be a contractor recommendation and a group discount offered. (service of 8 homes on the same day) This contractor has recently serviced Villas 2.
- f. Smoke detectors should be replaced every 10 years.
- g. Chart of Maintenance responsibilities handed out last month will be attached to the emailed minutes of January 11, 2017.
- h. There was a discussion of the NY eve and NY day nuisance and vandalism incidents. Two Police reports were made and the vandalized resident spoke to the boys' mother. An offer was made to pay for damages. Patricia will talk to Barry Yakovitz about sending the unit owner, where the boys were visiting, a letter regarding the incident.
- i. BOD will be appointing a Chairman for the Architectural Committee soon. Let us know if interested.
- j. The resolution to formalize gutter and downspout responsibility will be executed when a decision is made about the chimneys and shutters thus saving lawyer expense.
- k. Patricia is reworking the WPM Spring covenant inspection of properties.

9. New Business

A motion was made and seconded to authorize the electronic transmission of information, notices of meetings and electronic submission of votes or proxies. Passed 5/0

10. Open Forum

11. Adjournment was at 8:10 PM.

Respectfully submitted
Patricia Harrington
Secretary

ATTACHMENT:

Treasurer's report –February 8, 2017

1. Financial statements for January 2017 were reviewed. Final December 2016 were also reviewed a few minor corrections were requested to be booked in February.
2. Cash balances – Operating December - \$ 20,419
Reserves December - \$ 238,283
Operating January - \$ 28,843
Reserves January - \$ 243751
3. We have taken loans totaling the \$306,000 from reserves through January. We are currently using special assessment funds to cover the ongoing legal and construction costs, and expect to begin paying back the loans in May.
4. Reserves are currently \$306K less than the amount in the reserve study due to the \$306 loans taken since we began the lawsuit. The projection is to be \$105,000 under the recommended full funding (\$598,000) per the reserve study by December 2017, due to additional spending for the lawsuit, offset by the infusion of cash from the special assessment.
5. Revenue was \$43K for January and expenses were \$35K (\$17 for the lawsuit) resulting income of \$7K for the month.
6. Through January, spending for engineering and legal expenses for water intrusion issues was \$348 K. We have budgeted spending of \$70K in 2017, and the current projection of 2017 spending is \$91K.
7. SRS has developed cost estimates for the repairs and a second opinion has been obtained. This information along with bank requirements will allow us to develop a long term strategy and alternatives for funding repairs.
8. Currently 6 households are in arrears on the special assessment. We had budgeted for 5.