

Kendall Overlook Condominium Association (Kendall 1)
Snowden Overlook Clubhouse
June 8, 2016
Board of Directors Meeting

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

BOD members present:

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

A quorum was present.

1. Motion to approve Agenda was made by Socha and seconded by Keane. Passed 5/0
2. A motion was made by Plunkett and seconded by Keane to approve the KO BOD meeting minutes of May 11, 2016. Passed 5/0
3. Presidents Report. Marion Thompson
 - a. Cal Atlantic, third party Defendants, and our lawyer Ray Burke will be scheduling a site inspection
 - b. President intends to send out a letter to homeowners to update status of construction defects and where we are now.
4. Treasurers Report. Karen Keane
 - a. Report based on April financials that have been reviewed with no exceptions noted.
 - b. Cash Balances: Operating \$10,056
Reserves \$391,939
Preliminary Operating May- \$11,000
Preliminary Operating Reserves May-\$398,000
 - c. Including \$100,000 previously borrowed from reserves the forecasted spending levels indicate a shortage of \$57,000 operating cash in June.
 - d. Reserves are currently \$102,000 less than amount in reserve study. The minimum reserve funding for our reserve study is \$127,000. We do not anticipate going below this figure.
 - e. Income for month was \$20,000 and expenses \$66,000 resulting in a loss of \$46,000. (\$27,000 snow invoice was paid in April).
 - f. YTD revenue is \$79,000, expenses were \$137,000 for a YTD loss of \$59,000.
 - g. Through April spending for engineering and legal expenses for water intrusion issues was \$104,000. Our current projected total spending for engineering, testing, and litigation is \$230,000.
5. Parking Report. Debora Plunkett
City Wide towing company contract was signed and sent. The signs will be changed and the parking spaces labeled "visitor". A motion was made by Plunkett and seconded by Keane to accept contract with American Striping of \$650 to stencil and reline parking lots. Passed 5/0.
6. Committee Reports
 - a. Maintenance, Susan Gearing
Door and Chimney leaks are included in lawsuit. Other roof leaks will be repaired as reported. Bill Hasselman and SRS will be inspecting the basement leak at 8819 EOW. A motion was made by Thompson and

- seconded by Keane that Becht engineering inspects the leak at 8819 EOW at the cost estimated at \$370 with S & R support for an estimated \$300 but not to exceed \$1000. Passed 5/0
- Joe Socha showed slides and reported on rainspout and sump pump discharge drainage problems in the community.
- b. Architectural, Leon Thomas. No report
 - c. Landscaping. Mainscapes will stake a Ruby Plum tree along DEB and remove staking wires on Willow Oak in the inner circle.
 - d. Welcoming. Bechy Socha . No report
 - e. Social, Next event September 17th brunch.
 - f. Parking, Ann McLeaf. 4 violations issued since last month..
7. SOCA report, Pat Harrington
- a. Perc Works has been contracted to provide system support for the Clubhouse IT systems
 - b. Looking at contracts for Clubhouse HVAC maintenance.
 - c. Training for the AED (defibrillator) will be held Thursday June 9th at 2:00PM..
 - d. Dead Crape Mrytle poolside will be replaced in fall but removed asap. Other Crape Mrytles will be pruned.
 - e. Purchase of a new computer has been approved for office. Virus software will be updated and an administrative maintenance account will be established to install software.
 - f. Approved proposal from Image 360 to install the “A 55+ Community “ sign on entrance wall by Guardhouse.
8. Management Company Report, Barry Yatovitz
9. Old Business
- a. Two hearings were held with residents with damaged garage doors. They have until June 27, 2016 to have them repaired or they will have a one time \$50 fine and then \$10/day fine until they comply.
 - b. Two new garage repair notices were sent out.
 - c. Our lawyer sent a letter to the residents in violation of the by-law re under age of 19 residents in home. We are awaiting a response from homeowner.
 - d. Met with new insurance carrier, Schoenfeld. A hardcopy synopsis of meeting has been provided and will also be made available on the Overlook website..
 - e. A motion was made by Socha and seconded by Keane, for officers of KO BOD to have membership in CAI (cost \$375). Passed 5/0
10. New Business
- a. Investigating email option for meeting and other community announcements. Awaiting WPM’s new software installation.
 - b. Investigate options dealing with delinquent homeowners.
 - c. Patricia Lall created a chart of Maintenance Responsibilities. Chart is under review.
12. Open Forum
13. Adjournment was at 8:25 PM.

Respectfully submitted
Patricia Harrington
Secretary