

Kendall Overlook Condominium Association (Kendall 1)  
Snowden Overlook Clubhouse  
May 11, 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

A quorum was present.

1. Approve Agenda
2. A motion was made by Keane and seconded by Plunkett to approve the KO BOD meeting minutes of March 9, 2016. Passed 4/0
3. A motion was made by Keane and seconded by Plunkett to approve the KO BOD closed meeting minutes of April 8, 2016. Passed 4/0
4. Presidents Report. Marion Thompson  
The following contracts were approved at the April 8, 2016 closed meeting
  - a. Becht Engineering proposal for consulting on prototype repairs; \$3000.
  - b. Becht Engineering Proposal for Chimney investigations; \$4800.
  - c. Becht proposal for invasive investigations of the balconies; \$1400
  - d. SRS proposal to assist with balcony investigation; \$1200
  - e. SRS proposal for prototype repairs; \$24,826
  - f. Mainscapes proposal for spring and fall annual \$450. Approved 4/0Ryland Update: Expert witnesses have been identified. Ryland has sued 5 subcontractors, 3 have responded, waiting others responses. The attorneys plan to visit site during prototype construction.
5. Treasurers Report. Karen Keane
  - a. Report based on March financials that have been reviewed with no exceptions noted.
  - b. Cash Balances: Operating \$55,615  
Reserves \$385,778  
Preliminary Operating April- \$10,000
  - c. Including \$100,00 previously borrowed from reserves the forecasted spending levels indicate a shortage of \$55,000 operating cash. A motion was made by Keane and seconded by Plunkett to borrow \$25,000 from reserves to cover the shortage. Passed 4/0
  - d. 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 \$34,000 resulting in a loss of \$14,000.
  - f. Through March spending for engineering and legal expenses for water intrusion issues was \$84,000. Our current projected total spending for engineering, testing, and litigation is \$236,000.
6. Parking Report. Debora Plunkett  
There were only 4 parking violations cited in April. Al's towing did not respond so City Wide towing company was contacted. City Wide will place signs at our parking areas and they suggested that we have "visitor" painted on each parking space. A motion was made by Plunkett and seconded by Keane to sign a contract with City Wide Towing. Passed 4/0

## 7. Committee Reports

- a. Maintenance, Sue Camardese  
Inspection walk around uncovered water drainage problems from down spouts and sump pump discharge. Bids are being collected for remediation and a determination of responsibility, (condo association or homeowner)

New committee member is Drew Lutz.

- b. Architectural, Leon Thomas. No report
- c. Landscaping. Annuals will be planted soon,
- d. Welcoming. Bechy Socha has revised the welcoming booklet. She will begin visiting new residents and giving them a copy of the booklet.
- e. Social, Joan Cencula reported that there will be a May 22 pot luck poolside at 5:30 and a September 17<sup>th</sup> brunch.
- f. Parking, Ann McLeaf. Already covered in parking report.

## 8. SOCA report, Pat Harrington

- a. Two dumpsters will be delivered this weekend for resident usage. Please place all items inside the containers and not on the sidewalks etc.
- b. Tiles outside Clubhouse doors are breaking and a proposal is being sought to replace with stamped concrete.
- c. Pool opened on Saturday with about 30-40 people enjoying hot dogs, chips, drinks, and good times.
- d. Awaiting proposal from Mainscapes to replace dead Crape Myrtle poolside and prune adjacent trees. The rose bed will be enhanced with hydrangeas.
- e. Expect to see the speed display board along Dried Earth Blvd. It will be used intermittently to hopefully slow down speeders.
- f. Looking for a contractor to give IT support for Clubhouse systems, computer, Wifi, etc.
- g. Walter Electric will install heaters under the awning so the Terrace Room can be used in cold weather.
- h. An engineer will be engaged to evaluate the cracked concrete by pool gate.
- i. AED service agreement was extended for another year.
- j. Concrete will be cleaned (power washed) on Clubhouse decking and poolside decking.

## 9. Management Company Report, Patricia Lall

Items will be covered under new and old business

### 10. Old Business

- a. Two hearings were held with residents with damaged garage doors. They have agreed to have them fixed.
- b. Our lawyer will send a letter to the residents in violation of the bi-law re under age of 19 residents in home by end of this week for signature.
- c. Requested that Patricia Lall send CAI membership information .
- d. Need to meet with new insurance carrier.

### 11. New Business

- a. Motion was made by Keane and seconded by Plunkett to approve spending \$500 for a dumpster for SRS to remove debris from prototype repairs. Passed 4/0.
- b. Motion was made by Plunkett and seconded by Keane to accept the contract from Specialty Gutters for \$2730 of twice yearly gutter cleaning. Passed 4/0

- c. Board intends to pursue having email as an acceptable option for notification to homeowners for meeting notices etc.
  - d. Board is investigating options for dealing with delinquent homeowners.
12. Open Forum
  13. Adjournment was at 8:25 PM.

Respectfully submitted  
Patricia Harrington  
Secretary