

Locklin Pines Cluster Condominium Association
Minutes of Board of Directors Meeting
January 17, 2017

Present: Chuck Fosse, Mary Ann Wheeler, Nancy Burns, Judy Garver, Cindy Potter, John Jamian, Holly Evans (Management Company)

Absent: Ron Johnson

Call to Order: The meeting was called to order at 2:10 pm by President Fosse.

President's Report (Chuck Fosse): Nothing new to report at this time.

Vice President's Report (John Jamian): John is concerned about renters, and would like to change the bylaws to allow owner occupation only. He is frustrated with the condition of some of the units and the lack of care by some homeowners. Since the bylaws were very recently rewritten, a new change at this time would be cost prohibitive. Holly reported that there are only a handful of renters in our complex, which is remarkable among associations such as ours. John is concerned about why a unit in his circle is not selling, and questions if it is related to the appearance of some of the other units. Mary Ann suspects the presence of many security signs in the lawns of that circle. Nancy brought up the change of the speed limit increase on Lochaven Rd from 35 to 45 mph, increasing road noise for the units adjacent to that street. John said he would look into the reason for the speed limit change and if it could be reversed.

Secretary's Report (Nancy Burns): The October Annual Association Meeting minutes and the November regular board meeting minutes were submitted to the board for review via email. Mary Ann requested the sentence regarding the use of orange mesh material as a possible deterrent for geese be omitted from the Annual Meeting minutes to avoid any misconception of that being a board approved practice. Cindy made a motion to accept the Annual Meeting minutes with the correction, seconded by Mary Ann. Motion passed. John made the motion to approve the November meeting minutes, seconded by Cindy. Motion passed.

Treasurer's Report (Judy Garver): The year 2016 ended with the financial statement showing that our budget for 2016 was quite close to what was expended for the year. Income was the same. However, more funds went out of the Reserve funds than we envisioned at the beginning of 2016. We contributed \$90,000 to the reserve fund from homeowner fees, but we ended up spending \$153,000 for a variety of projects. Window and doorwall replacements equaled roof replacements totaling about \$90,000. We plan on keeping expenditures to the bare minimum this year so that we can begin to see the reserve fund balance increase. We will be closely monitoring all expenditures. Of course, we have always done this, but 2016 was an exceptionally challenging year.

There was a balance of \$2720.79 unspent in 2016. Judy made a motion to retain the unspent funds. Chuck seconded; the motion passed.

Maintenance Report (Holly Evans for Ron Johnson): Ron's sump pump line froze during the cold snap, and asked if the cost of repair was association or homeowner responsibility. The board confirmed it would be homeowner responsibility. Steve of BHI nearly fell through an attic area he was inspecting – Ron wanted to know if the association would cover repairs if there had been damage. The board confirmed that the association would cover such repairs.

Grounds Report (Mary Ann Wheeler): Regarding the large white pine behind 6675 RC which the co-owners wished to have removed - they were concerned that the tree was diseased due to a discovery of ants in a hollow portion of the trunk. The presence of the ants was determined not to be the cause of the hollow, and were helpful by cleaning away some deadwood from a pre-existing wound. Mary Ann received a formal report via email from Brian Dobbs of PPM assessing the condition of the tree. The arborist's report states:

“6675 R.C. In back stands a mature white pine, DBH 34” and approximately 65’ in height. I found a good root flare. There is a good healthy foliage ratio to size given a tree of its age. The tree exists on a slightly elevated mound that allows for good drainage. The tree has a pre-existing wound that appears to be making good progress on recovery/healing. There is very minimal deadwood. Tree is found to be in good condition.”

Mary Ann forwarded the email to the co-owners and followed up with a phone call. Mary Ann said that Wagenschutz had also informally assessed the tree to be sound during a previous visit. Mary Ann is confident that there is presently no credible threat of the tree falling.

John asked if the association covers stump grinding and replanting of removed trees. The answer is that it depends upon the location of the location of the tree. If it is in the lawn, the association would cover the stump removal. Mary Ann explained that a disease has gone through our complex and we lost a lot of conifers. Chuck said the association is responsible for restoration, and replanting can be a challenge in striving to select the proper species for a given location, and being able to maintain/water the tree until it is well established. The property behind Cindy and her immediate neighbors is a special case, as many large diseased conifers were removed all at once. There is quite a bit of property damage to be repaired, as well as erosion control to be addressed, due to the tree removal and heavy equipment that was needed to do the job. Cindy is hiring a landscape contractor for the restoration, and splitting the cost with the association. She provided a detailed estimate to determine which charges will be covered by the association, and which charges are the homeowner’s responsibility. Cindy will procure a drawing from the landscaper regarding the erosion control plan.

Lake Report (Cindy Potter): Cindy is sending an email to the shoreline restoration company to get our project lined up.

The silver paddleboat is to be picked up and taken to an auto body shop for paint and repair. Cindy is still hoping to get approval for a new boat/dock.

The color selection for the new picnic table for the beach area is Cedar.

Cindy asked again about what can be done about the eyesore of Rick’s shed. It is cost prohibitive to replace it this year. Some suggestions were to remove the wood chips, have Rick keep the trash cans put away, tidy the exterior, paint the shed, and clean up the grounds around the shed.

Management Report (Holly Evans): Doorwall (Kellner for \$3100) and window (Mann for \$2880) replacements on hold will be inspected and approved by Ron.

A warning letter was sent to 6674 Red Cedar Lane regarding a dog running loose without a leash.

Lawn maintenance bids have been sent out to 12 contractors – Holly has received 2 replies thus far. A copy of the bid specification was given to the board for review. Mary Ann would like to add a clause to the contract that requires the contractor to notify the management company when they are coming to prune. We can have homeowners opt out of pruning service – all shrubbery or none by address. Also, a “must not damage the base of any tree” clause should be added. Chuck felt the best insurance against trunk damage is a border of wood chips.

New Business: Mary Ann will be working on the next newsletter. There will be a reminder to put away holiday decorations and lights (Holly will initially call homeowners who have not complied). John asked to include a paragraph regarding pride of ownership encouraging homeowners to keep their residences clean and attractive, and to extend their efforts to the areas around the complex. There is an ongoing issue of advertisement packages left lying in driveways and circle areas that turn to wet mush in the rain. A resident in John’s circle leaves a large red trash bin outside in the driveway – this is out of compliance with LP policy. Holly will begin the process to address non-compliance with a warning letter. Mary Ann will again address the issue of security signs posted in yards, and Holly will begin sending warning letters to those residents. Cindy will include a paragraph about what the board is working on.

Cindy shared the list of volunteers acquired from the annual meeting last October:

1. When large projects become necessary (like the condition of our storm sewer system) would you prefer to have your dues raised or an assessment fee?

Dues Raised: 1

Assessment: 6

Stay Within Existing Budget: 1

2. Would you be willing to volunteer to keep out costs down? If so, for what area or areas would you like to volunteer?

Grounds:

- a. Spring Clean-Up (6)
- b. Assist Buckthorn Removal (4)
- c. Weeding Flower Beds (4)

Lake Marion:

- d. Beach Clean-Up (7)
- e. Planting Seeds and/or Plugs (5)
- f. Boat Clean-Up (4)
- g. Goose Poop Clean-Up (5)

Jen Burke	c, d, e, f, g
John Jamian	a, b, c, d, e, f, g
Fred Butler	a, d, f
Scott Adkins	a, d
Susan Adkins	b, e
Christine Blauvelt	a, b, c, d, e, f, g
Jody Friedman	a, b, c, d, e, g
1 No Name	a, d, g

Judy would like to revisit starting a resident bulletin board and clear up any misconceptions about its purpose. Judy believes the person that volunteered to be the administrator would be able to maintain its designed purpose and act as gatekeeper to bar any inappropriate content.

We will need to find a Grounds Chair replacement in 3-4 months. John Lundgren may be a candidate. Mary Ann feels the responsibilities of the position can be broken up into several areas such as invasive species control, lawn maintenance, tree care, etc.

Next regular board meeting is scheduled for 2 pm on February 21, 2017 at Highlander Group offices.

Chuck Fosse moved that the meeting be adjourned. Meeting was adjourned by unanimous consent at 4:25 pm.

Respectfully submitted,
Nancy Burns, Secretary