

Board Meeting Minutes Format

**WESTERLIES COUNCIL OF CO-OWNERS  
Minutes of Board Meeting**

**July 17, 2012**

**Call to Order**

President Chuck Walley called the regular meeting of the Board of Governors to order in the Safeway Grocery Store at 7:00 p.m.

Board members present:

Chuck Walley, President  
Chris Rossillo, Vice-President  
John Sterling, Treasurer  
Patrick Crawford, Secretary  
Nancy Ploss, Member at Large

Service providers present:

Camellia Fries, Portfolio Manager from GHA Community Management

**Approval of Agenda**

A motion was made by John Sterling to approve the meeting agenda as presented. The motion was seconded and passed unanimously by the Board.

**Owners and Residents Forum:**

**Owner:**       **1851 Peggy Sas**     Car was towed during vacation due to flat tire. Dominion did not post any warning sticker---towed immediately

**Response:**    Dominion will be notified not to tow any cars without approval from GHA or the board

**Review/Approval of Previous Meeting Minutes:**

A motion was made by John Sterling to approve the minutes of July 17, 2012 Board meeting as presented. After a discussion, the motion was seconded and passed unanimously by the Board.

**Reports**

**Management Report by Camellia Fries:**

- SRG meeting planned 7/18 cancelled due to charge for meeting by SRG--rescheduled
- Parking policy report will be provided in monthly GHA report
- Vendor for window replacement---Billy gave Camellia info
- 2011 audit report will be out 2-3 weeks
- Bills from unit 1686 interior water infiltration work have not been submitted

- Updated status of GHA monthly report improvements
- Status of GHA providing bids/bills/change orders for American Restoration and Commercial Roofing work

#### **Treasurer report by John Sterling:**

- No water infiltration charges for June
- Reserves 189,844
- Sewer and water budget still up in air---usage numbers still trending up (4 of 7 accounts)
- Chris---accts payable Where is \$37K bill from American Restoration
- \$13K from insurance payback for repairs on 1662? 1662 Asked Camellia about status.....not issued yet

#### **Committee Reports**

- **Chris (Financial) on budget**---mid-year revision? Suggested making adjustment by revising reserve contribution to 114,500. From 136050 to 114500 (reduce to 7750 per month)
- **Pat Crawford (Water Infiltration)** updated water infiltration issues

**Officer reports**      **None**

#### **Old Business**

- **Towing policy**
  - Fire lane & handicapped violators can be automatically towed
  - Dominion must call GHA before towing on all other violations
  - Board members and Camellia Fries can call and sticker vehicles
- **Pool Issues**
  - Phone line is fixed in pool---discussed electrical, and plumbing issues
  - 2 units above pool are clogging women's room drain---garbage disposal upgrade proposed 50/50 split on costs
- Chandler Plumbing to be house plumber
- New vendor info to Camellia for water infiltration testing and repairs for 1675, 1705, & 1716
- Roofing contractor walk-through 7/20/12
- American Restoration walk-through 7/18/12 cancelled---new date was set up.
- **(Chris)** Status of GHA monthly report improvements. Status of GHA providing bids/bills/change orders for American Restoration and Commercial Roofing work

#### **New Business**

- Update swimming pool issues: drain in ladies room, new pump
- Update status of water infiltration repairs and costs; new bid from Manion for additional exterior work on 1675 and new exterior work on 1716---\$4300 combined; review meeting w/ Camellia New vendor JSA from 1788. Total costs for 1675, 1686, 1705, 1716, 1788 (\$18580/3716)
- Update from Camellia Fries on walk-throughs with American Restoration and Commercial Roofing
- Update from Nancy on water usage
- Status of dehumidifier policy
- Update from Todd Darling on ground maintenance issues (trees, bushes, weeds)

**Executive Session:** The Board met in a closed executive session.

**Adjournment** The meeting was adjourned at 9:00 p.m.