

MARINERS VILLAGE CONDOMINIUM UNIT OWNERS' ASSOCIATION, INC.

Board of Directors Meeting

*Saturday, February 23, 2008, 10:00 am
at the Cabana at Mariners Landing*

AGENDA / Meeting Minutes

(Note: Italics depict action taken or to be taken immediately by board or property manager)

A. Determination of quorum -

The meeting was called to order at 10:07am. All directors were present - Cinda Curfiss, Tanya Poff, Ja'Ree Thompson, Skip Lowman, Ed Moldenke, Hugh Shaffer, and Tom Burns. Property manager Ernie Hoch was absent due to illness.

Unit owners present - Allen Watson (#19)

B. Reading and approval of minutes of last meeting -

Minutes of the 12/7/07 board meeting were reviewed.

The minutes were then approved unanimously.

C. Unit owners' comment period -

Mr. Watson was interested in more detail about the outdoor wiring replacements that were made. He also inquired about the storage closets problem. The board provided a summary of the issues and actions taken.

D. Treasurer's report -

Skip has a few minor corrections to make to the 3-year budget and will re-issue it this coming week. Current capital account is \$85K+, and operating account \$10K+. In response to Tanya's question, Skip has \$5000 per building in the 2008 budget for 2 buildings, earmarked for addressing the storage closet problem.

E. Business items -

1) Status of insurance reimbursements -

Letters were sent with the dues bills by return receipt. Per Ed, one unit responded and the other refused receipt.

Ed will ask Trinity again about status of this.

Skip will check with Cindy Barber next week to see if there has been any response from the unit owners.

2) Painting contract for Building 3 -

To the best of our knowledge, that contract has been let and work is in progress.

Ed will doublecheck with Trinity.

Wood staining had begun, but was suspended until the weather warms up.

- 3) Painting of trim, gutters, downspouts on Buildings 1 & 2 -
This has not yet been completed.
- 4) Replacement of unit door numbers after painting -
Painting of unit entrance doors has been held up due to lack of keys to open the doors. Some door numbers have been painted over. Status was noted to be the same as in the 7/21, 10/6, and 12/8, 2007 board meeting minutes.
The 3-year budget provided by Skip summarizes the painting work done to date and the plan for painting in 2008.
- 5) Trim replacement on Building 4 -
Following the meeting, this was determined as yet to be completed.
(3/20/08 correction - per Hugh Shaffer, trim was replaced.)
- 6) Concrete sidewalk & step repair—Gasparo, Unit 24 -
Ernie said Alouf would complete this repair (ref 10/6/07 meeting minutes item 6d and 7/21/07 minutes). It has not been started yet.
- 7) Patching & reseeding lawn; wildflowers on parking lot bank -
These items have been paid for, but were not completed due to electrical repair and other work items. Some erosion damage has occurred in the interim. We will probably need to pay for some further patching due to the erosion and electrical work.
- 8) Exterior electrical completion—uncovered Romex cables on posts, detached receptacle -
Ed will request Trinity to contact Moore to complete punchlist items. Same request was made at the 12/8 meeting. We think the final payment has been made.
- 9) Mold/mildew on sides of buildings -
Mildew was found on the north side of building 4. It should be taken care of via pressure washing scheduled this year.
- 10) Landscaping maintenance—dead bushes, overgrown daylilies, pampas grass, etc. -
This is a real problem right now, and was raised as an issue in previous board meetings. The landscaper (Heather Wood) we previously worked with through Trinity may be interested in working with us again.
Hugh will contact her to determine her interest and obtain a quote.
(Post meeting note - Hugh has done this and she will look at the grounds and see if she has the time to do work for us.)
- 11) Drains—plugged, crushed. Downspouts not connected and/or not aligned to drains -
Ed will request Trinity to address immediately.
- 12) Lawn mowing/ trimming/ total care contract proposals/bids -
We have several bids for total care, including current lawn contractor Top Notch. Their bid includes lawn mowing and trimming (\$12.45K) and fertilization (\$1340). Additional services, such as mulching, tree care, and grading, were quoted at \$30/hr., with materials extra.

Motion made to authorize Trinity to award contract to Top Notch for lawn mowing and trimming, and fertilization at prices quoted above. The motion was seconded and approved unanimously. Trinity will be requested to also notify the other bidders that the contract has been awarded.

13) Lawn chemicals & fertilizer contract -
See (12) above.

14) Lawn irrigation system—water source, broken pipe -
Water is on and available. John White has asked for us to be patient relative to irrigation alternatives. Hugh has noticed an eroded hole in the lawn due to a possible broken pipe behind Building 2.
Ed will request Trinity to look into the possible broken pipe.

15) Drainage grading around buildings -
Buildings 2 - 6 have problems. Building 1 has concrete in the areas of concern.
Ed to contact Trinity for quotes.

16) Storage closets replacement in Building #1 -
Ernie obtained a quote, presented by Hugh, of \$9600 for Building 1 closet replacement from Oakenshield Development Co., Inc. in Wirtz.
Ed and Skip will review the quote to generate a spec sheet that can be used as the basis for obtaining additional quotes. Tanya and Ed will obtain quotes from contractors they know.
Tanya expects to meet with them before the end of March.
(Post-meeting note - Per 7/21/07 meeting minutes, Trinity mentioned several verbal bids around \$6000. *Need Trinity to identify and obtain more definitive information.*)

17) Annual HVAC service contract proposals/bids. Legal to require? -
Ed will check with the attorney regarding the legality question.
(Post-meeting note - *Ed contacted our attorney, who said he will research this in our documents. Since the units are individually metered, we might not be able to make the contract mandatory. If we cannot, Ed will check with the attorney to determine if we can offer it to every unit at the cost specified, and those choosing not to participate will be at risk if a problem does occur, not the Association.*)

18) Unit 49 electric power -
Power has been restored, but further status is unknown at this point.

19) Insurance—liability master policy, D&O policy -
We have 2 liability policies - entire condominium, directors and officers coverage. Ernie had agreed to take care of this prior to the board meeting, and Ed had provided him the contact person and phone number.
Ed will check on insurance coverage status with Trinity.

20) Annual meeting date, time and place -
The meeting date has been tentatively set for 5/3/08, 10:00am at the Cabana. Ed will confirm that the Cabana is not booked for any private venture. Backup venue will be Saunders VFD.

(Post-meeting note - Ed contacted Maureen and she asked Tabbatha to check on availability of the Cabana. Cabana is available. Tabbatha will keep us informed.)

21) Nominating Committee for 2008 Board -

No need for committee as the current 7 members all agree to continue to serve.

22) Condominium unresolved issues -

Leak in unit 25? Ceiling stain has been reported by the unit owner.

Ed will contact Trinity for review.

(Post-meeting note - Temporary repairs were made Feb 25 and when matching shingles are obtained, they will be installed by end of week.)

23) Management/maintenance/contracting delays/problems -

Tom and Ja'Ree will work together to create a punchlist of issues the association has been following. This will be a new tracking policy.

F. Property manager's comments - none.

G. Date and time of next BOD meeting -

The next meeting has been tentatively set for 3/29/08 at 10:00am at the Cabana. The date and time will be confirmed via email.

H. Adjournment

The meeting was adjourned by acclimation at 12:30pm.

Respectfully submitted,

Tom Burns, Secretary