

MANCHESTER IV CONDOMINIUM ASSOCIATION, INC.
A Corporation Not-for-Profit

SUBJECT: Minutes of the Board of Directors Meeting

DATE: Monday, July 28, 2008

TIME: 3:00 p.m.

PLACE: Federation Conference Room

PRESENT: ALICE GALLAGHER
CARMELITA GRAY

HANK HOSMAN
MICHELLE JOLLY

HAROLD SCOTT

1. **Opening** – A quorum was established, with five members present and the President, Hank Hosman, called the meeting to order.
2. **Minutes** – Reading of the Minutes of the June 30, 2008 meeting was waived and the Minutes approved as presented. Motion by Harold Scott, seconded by Carmelita Gray, passed unanimously.
3. **Treasurer's Report** – Carmelita Gray reported that Sterling was still having problems with their new accounting system. She then reviewed the report dated May 25, 2008 and stated the June report will be available for our next meeting. The report was accepted as read. Motion made by Alice Gallagher, seconded by Harold Scott, passed unanimously.
4. **Committee Reports** – In Roxine Archbald's absence, Hank Hosman provided the details of the July 20th ice cream social. The reported balance in the Social Committee's account is \$295.21.
5. **Unfinished Business**
 - A. **Driveway Survey** – Hank Hosman reported on an estimate received earlier in the amount of \$6,500 which recommended filling cracks with epoxy. A second estimate was received from Greg Shamlin Construction who provided specific specifications and recommendations to remove the bad sections of the driveways and replace them. The estimate includes work on ten of the fourteen listed because it appears that the remaining four did not have to be replaced as yet. Hank provided detail on the damage differences among the driveways, how they were poured and stated that some of them had been painted. Re-painting is not the responsibility of the Association. It was agreed that the work should begin after the rainy season on the ones needing immediate repairs and each new problem driveway be attended to as needed. Motion made by Alice Gallagher that Shamlin Construction be hired to do this work in the amount of \$8,376, seconded by Michelle Jolly, passed unanimously. A motion made by Michelle Jolly that Hank send a formal letter to each resident in question advising them of the limits of the Association scope of work and resident responsibilities, seconded by Harold Scott, passed unanimously.
 - B. **Discussion of Proposed Pet Amendment** – Alice Gallagher distributed copies of the revised pet amendment with noted corrections. She stated that the pet deposits were rescinded at the Annual Meeting of 1/30/02. Harold Scott stated this took place because Sterling was charging too much money to monitor the account. Michelle Jolly's recent survey indicated most associations had cancelled the deposits because they had no problems and they may not have wanted to pay Sterling for monitoring their accounts. Carmelita Gray will contact Connie Martin at Sterling to see what Sterling (1) would charge to monitor the account, (2) if we legally can open a non-interest bearing account to hold the money and (3) if there is a charge for opening a non-interest bearing account. It was also

decided that we would develop an informational memo or flyer outlining the necessity of addressing the pet amendment at this time. The matter was tabled until the next meeting.

C. Mulch 2008-09 – Hank reported that the Lawn & Landscape Committee will be recommending to the Federation that enough mulch be distributed to bring the association areas up to the required 2". We have \$1,600 in our account and if we do not require that full amount for mulch, the remainder will be returned to our account.

6. **New Business**

A. Bio-Barrier 821 – 823 McCallister Avenue – A proposal in the amount of \$535 from Valley Crest has been received to complete this work. Motion made by Harold Scott, seconded by Alice Gallagher to accept this proposal and complete the work passed unanimously.

B. Sod Replacement – 2008 – Hank Hosman took Nuri George's list and gave a copy to Martin of Valley Crest for development of a new proposal. In order to expedite the planting to be done during the rainy season, a motion was made by Harold Scott, seconded by Carmelita Gray that we spend up to \$1,000 for sod replacement. The motion passed unanimously.

C. Discuss Draft Painting Contract – Alice Gallagher provided copies of the specs for the last completed painting. Hank stated that now we have the boiler plate and the specs and asked that the Board members review the specs and we will vote on our decision at the next meeting.

D. Remove Dead Palm at 826 McCallister Avenue – An estimate of \$110 was received from Valley Crest to remove a palm tree and grind the roots in front of 826 McCallister. A motion made by Alice Gallagher, seconded by Harold Scott to complete this work passed unanimously.

E. Miscellaneous – Hank Hosman reported he sent out a letter to the Presidents in our area with respect to problems with motor vehicles driving off the roads and damaging lawns. To date, he received two replies. Mrs. Littlejohn of Manchester I and Dick Marshall of Manchester III both responded, stating that they, too, have this problem but neither is able to provide a solution. It appears to be an on-going problem throughout many of the associations.

F. Request for Alterations – 825 Manchester Woods Drive - A request with the appropriate back-up papers was received from Dick and Cindy Manion to enclose their lanai. Motion to approve this request made by Alice Gallagher, seconded by Carmelita Gray passed unanimously.

G. 824 Manchester Woods Drive – Hank Hosman reported that the crocus planted there are dying off. Valley Crest recommended that when they all die, they be replaced with plants that can tolerate an abundance of water because of the lack of drainage available. Hank asked that the Board members look at the area and make recommendations at our next meeting..

7. **Good and Welfare** – Harold Scott reported he attempted to get reflector tape to be put on the pole across the street from our new sign so the street will be recognizable at night. However, the tape will not adhere to the concrete pole. Carmelita Gray stated she saw a set of solar floodlights which might work. If she sees these lights again, she will purchase them, they will be tried, and if they do not work, they can be returned. This will be discussed at our next meeting.

8. **Schedule Next Meeting** – The next meeting is scheduled for Monday, August 25, 2008 at 3:00 p.m. in the Federation Conference Room.

9. **Adjournment** – The meeting adjourned at 3:55 p.m.

Respectfully submitted,

Alice M. Gallagher, Secretary