

Country Club Villas Homeowners Association
Monthly Board Meeting
February 13, 2018
Unit 8D Condo Complex

Call to Order: 7:00 pm

In Attendance : Board members ... Pete Witzemann (presiding), Grady Griffith, Nancy Kester, Janis Stefl, Mary Pappas, Peggy Puckett/Bookkeeper, Dalene Meek, Owner 8C, Shirley Beasley, Owner 8A

Minutes of Dec 17th and Jan 18th meeting were approved.

Financial Report was accepted with the following corrections: Board voted to transfer \$5,000 of 2017 unspent funds into the Reserve Account at Citizen's Bank **AND** Board voted to hire Ron Pryor to begin necessary repairs at Unit 18A.

Manager's Report: E. Oquita resigned and moved on Feb 9th. The following was compiled from his notes:

- (1) Verbal warning regarding pet at 2B
- (2) Theft of ornamental "tailgate" at 7C
- (3) Basin inspected chimney area at 18A
- (4) Profile and rules given to new tenant at 7B
- (5) Work begun by Pryor & Basin at 18A
- (6) Unit 7B reported vandalism (car egged and keyed)
- (7) Warning about Garbage can violation .. 4B
- (8) Pryor working on trim replacement at 18B
- (9) 14D unit sign replaced
- (10) 5 A given verbal warning for speeding
- (11) 10C given \$25 fine for unauthorized (3rd vehicle) in lot. Told that they had until the end of Feb to get rid of the extra car or pay to park it or put it on the street.
- (12) JC Elec replaced security lights that were shorting out at 8D

New Business:

- A. New manager interviews are being scheduled for next week.
- B. Water line leak at Bldg 18 repaired; street was patched for now; revisit in Spring
- C. B&D cleaned out line at Unit 2A
- D. Discussed and scheduled work to be done at 8C by Pryor. Stucco work scheduled for warmer weather.
- E. Board discussed and agreed to **write a letter to owners/tenants** of the buildings that have the new roof membrane installed; explaining to them the importance of reporting any damage immediately.
- F. Trim at 8A garage needs repair
- G. Wing walls at Bldg 6 and Bldg 8C need to be fixed.. Ron Pryor added to his list of contracted jobs to be done.

Old Business:

- A. Wood Trim Project .. Pryor submitted a bid of between \$2,400 and \$2800 for one

building. Board agreed to contract him to finish trim at Bldg #16, and #1 before he starts Bldg #8. After completion of those, the Board will re-evaluate the cost and decide if he is to continue the project.

- B. Pryor bid on the repairs to be done in the bathhouse (\$2690). Board approved and instructed him to begin ASAP.
- C. Resident information sheet review revealed that 18C and possibly 7B are the only units not on file. Wulfert will be notified to have tenant submit it ASAP. Board re-visited the subjects of
 - (1) setting a standard fine for Non-Compliance with the requirement to fill out and turn in Resident Info sheets and
 - (2) assessing additional fees due to failure to follow rules regarding occupancy.Subject was tabled until attorney can be consulted.
- D. Basin estimated that their outstanding bill for work done in 2017 will be about \$4,000. Frank was told to start new flat roof project on Bldg #6 as soon as possible.
- E. Bookkeeper was asked to check to find out if we have condo ins in place at 8D and find out if we can add Worker's Comp to our policy.

Meeting adjourned: 8:15 PM

Next Meeting Scheduled for March 13, 2018, 7:00 P.M. at Unit 8D.

Minutes prepared by : Peggy Puckett