

# Colecroft HOA Board Meeting Minutes

---

9/12/11 at 6:30 pm at Colecroft Station

## **Call to Order**

Attendance: Diane, Tony, Pamela, Steve, and 11 residents

Greg represents the management company

Call to order motion by Diane with second by Pamela. Board voted unanimously in favor of motion.

## **Security Report**

Officer Wortham

Two minor incidents reported

## **Approval of Minutes**

Diane made the motion to approve the minutes with a second by Pamela, Board voted unanimously in favor of motion.

## **Financial Review**

Greg recommended that \$45,000 be moved from the John Marshall checking to the John Marshall money market. Pamela made motion to approve the move with a second by Tony. Board voted unanimously in favor of motion.

## **Unfinished Business**

### **Brick Paver Update**

Greg reported the Phase II brickwork would begin on 9/19/11. Greenlink will do the work and the cost will be \$40,000.

### **Grounds Contract Status**

Greg is sending a certified letter to cancel the existing contract in 30 days.

The company is threatening litigation if we don't honor the contract in full. Do we negotiate a settlement? The current contract is in effect until December, 2012.

Tony made a motion that we go to court if necessary, with a second by Pamela. Board voted unanimously in favor of motion.

### **Landscaping Committee Proposal**

Concerns were raised:

- North West St needs more attention to replace dead plants

- An outbreak of scales was reported and treatment needs to be added to the contract

Greg is soliciting 3 bids for the new contract.

## **September Newsletter**

The draft was approved as written. It will be distributed to 131 houses and 72 emails.

## **Yard Sale Update**

The yard sale will be held on October 15 from 8 am to 12 pm. A dumpster will be placed in the satellite lot for any trash removal. The sale will be publicized on Craig's List, the Gazette, the Patch, and the Old Towne Crier.

## **Door Plaques**

It was decided that the plaques are the owner's responsibility; however, the board has responsibility to make sure they are maintained. The recent ground inspection found 55 in need of refurbishment and 5 in need of replacement.

Greg will send a notice in a letter to residents.

Greg will look into providing an option for replacement.

## **New Business**

### **2012 Draft Budget**

Pamela made a motion to accept the draft budget with a second by Tony. Board voted unanimously in favor of motion.

### **Review of Parking Space Dimensions**

Reallocating space from the visitor's spaces to the owner's spaces was discussed.

Tony will investigate how many visitor spots are needed with city code.

### **Repainting of Parking Spaces and Fire Lanes**

This was not discussed as it may be a moot point if we can't change the number of visitor spots to reallocate the space.

### **Number of vehicles allowed Parking Spaces**

The only one vehicle per space issue was resolved with the owners.

### **Reformation of Covenants Committee**

#### **Review of Pet Policies**

Four actions were discussed.

- Establishing designated pet areas and no pet areas
- Installing and maintaining a doggy station as an incentive to clean up after the pet

- Establishing a fenced dog park
- Establishing a fee on dog owners

### **Concern with Number of Renters**

The board can't do anything against renting units.

### **Realty Sign Review**

There is nothing in the covenants about for rent signs.

Address these on a case-by-case basis.

### **Review of Due Process**

After due process has been served, penalties may be administered.

- First notice gives 30 days
- Second notice gives 15 days
- After time has expired, fines up to \$10 can be levied for as long as 90 days
- A lean may be placed on the property or the owner's use of the common areas can be restricted up to 60 days.

34 violations are in due process.

### **Directional Signage**

Greg will order 5 new metal replacement signs for \$60-70 each. The signs will be mounted in the same spots as the old signs.

### **Owners Forum**

none

### **Executive Session**

none

### **Adjournment**

Diane made a motion we adjourn with a second by Pamela. Board voted unanimously in favor of motion.

Next meeting will be November 14, 2011