

PRESTONWOOD COUNTRY CLUB CONDOMINIUM ASSOCIATION, INC.
MINUTES—BOARD OF MANAGERS MEETING— FEBRUARY 23, 2016

Board Members Present: Jo Dobbs, Jeff Hughes, Kenneth Kemp, Jo Leeper, Judith Lyle, Andy Pettit Betty Walley, Alan Weinblatt, Phyllis Wells

Operations Manager: Carrie Bailey

- I. OPEN FORUM—6:00 PM Homeowners Present: Jim Fountain, Nancy Baker, Susie Brown,
 - A. Jim Fountain discussed alcohol consumption at the last town hall. Carrie responded that it is not uncommon in community meetings.
 - B. Nancy Baker reported that the roofers are doing such a good job and also that there have been incidents of people coming into buildings at night about 10:30 looking for friends and apparently lost.
- II. ANNOUNCEMENT OF EXECUTIVE SESSION – LEGAL, VIOLATIONS, DELINQUENCIES
- III. MEETING CALLED TO ORDER –The meeting was called to order by the president Jo Leeper at 6:09 PM.
- IV. MINUTES - the minutes of the JANUARY 26, 2016 Board of Managers meeting were distributed and read for corrections or additions. The minutes were accepted as read.
- V. MANAGERS REPORT
 - I. Unfinished Business
 - A. Maintenance-
 1. Foundation issues units 1001 and 1002 – Tommy Tolson, engineer, has agreed to meet at property with Fox Foundation crew for final adjustments and to prepare a drainage inspection with recommendations.
 2. Roofing - Work began on 2/15/2016; expect completion of first building shingles by 2/29 with gutter installation scheduled for week of 3/7. Trim repairs and paint are being completed in the meantime.
 - 3 HVAC Renovation
 - a. Air Conditioning System re-evaluation by Zoom Air included an expanded scope of work which includes replacement of 5 pumps rather than rebuilding, as well as a more comprehensive approach to ensure that the chillers longevity. Agreement was signed, parts are ordered and the work will be completed while we are in cooler weather. Total cost: \$110,500
 - b. HVAC and Domestic Hot Water Boilers will be replaced this year in late spring/early summer. Additional proposals are in final review.
 4. Utility Building Structure – subject to final boiler replacement plan.
 5. 15902 Coolwood – Association work is complete until interior work moves forward and allows the association to finish.
 - B. Administration
 1. Owner Insurance Certificates – ongoing
 2. Occupancy Status Report – 74 approved to be leased.
 3. Traffic light installation – Underground utility lines have been marked indicating that construction is scheduled.
 4. FEMA- LOMA – Request for remaining buildings - additional documentation requested by FEMA.
 - II. New Business
 - A. Memorial fund for Gretchen Boyett has a balance as of 2-23-16, of \$735. These funds will be targeted for improvements to the pool area.
 - B. Agreements completed with eUnify for platforms for owner portals, work orders, and violation logs and including PayLease which will provide on-line payment options to owners.
- VI. TREASURER’S REPORT—Presented by Joe Dobbs

PROFIT AND LOSS ANALYSIS JANUARY 2016	
ASSESSMENTS	76,170
UTILITY INCOME	30,338
FEES & SERVICES	1,201
OTHER INCOME	307
TOTAL INCOME	108,016
PAYROLL	27,026
UTILITIES	28,356
OPERATING	15,480
INSURANCE	10,243
ADMINISTRATION	10,268
UNCATEGORIZED	272
TOTAL OPERATING EXPENSES	91,645
CAPITAL RESERVE EXPENSES	12,932
TOTAL EXPENSES	104,577
EXCESS<DEFICIT>CASHFLOW	3,439

BANK BALANCES 1/31/2016	
Operating	
Operating/Reserve Money Market	57,025
Checking	11,776
Debit Card	1,591
Sub-Total	70,392
Capital Improvement	
Roof	642,760
HVAC/Utility Building	352,936
Sub-Total	995,697
Total Cash	1,066,089
Reserves	
Reserves CD	252,258
Reserves CD-2	175,397
Total	427,655
Capital Improvement Loan Balance	404,599
Net	23,056

The Treasurers' Report was filed for audit.

VII. COMMITTEE REPORTS

- A. FINANCE COMMITTEE- Joe Dobbs had no finance committee report.
- B. BUILDING COMMITTEE- Andy Pettit had no report.
- C. ENERGY COMMITTEE-No Report.
- D. RULES COMMITTEE-Betty Walley, Jeff Hughes reported that they are waiting on final version from the lawyer.
- A. COMMUNICATIONS- Jo Leeper reported board orientation to be held on Tuesday March 8th at 6 PM at PCC.
- B. HOSPITALITY COMMITTEE-Phyllis Wells reported on upcoming social events. There will be information of a Spring Fling in April 24th which will be a brunch held at PCC for \$20.00/person from 11:30 – 2:00 PM
- C. NOMINATIONS/ELECTION COMMITTEE-Alan Weinblatt had no report.

VIII. UNFINISHED BUSINESS - See Manager's Report

IX. NEW BUSINESS—See Manager's Report.

- X. Executive Session – began 7:25 PM
 - A. Delinquencies
 - B. Staff reduction
 - C. Legal updates

XI. ADJOURNMENT

There being no further business the MEETING was ADJOURNED AT 7:50 PM.
Next Meeting is scheduled for Tuesday, March 22, 2016 at 6:00 PM.

Judith Anne Lyle

A handwritten signature in black ink that reads "Judith Anne Lyle". The signature is written in a cursive, flowing style.

Secretary